



GOVERNOR'S WORKFORCE INVESTMENT BOARD
500 E. Third Street, Room 200
Carson City, Nevada 89713
Telephone (775) 684-3911 * Fax (775) 684-3908

MEETING MINUTES

Governor's Workforce Investment Board (GWIB) Agriculture Sector Council Wednesday, September 10, 2014 2:00 p.m.

Some members of the Council may be attending the meeting and other persons may observe the meeting and provide testimony through a simultaneous videoconference and teleconference conducted at the following locations listed below:

Place of Meeting:

- Department of Employment, Training & Rehabilitation**
2800 East St. Louis Avenue, Conference Rooms A-C
Las Vegas, NV
- Department of Employment, Training & Rehabilitation**
500 E. Third Street, SAO Auditorium
Carson City
- Department of Employment, Training & Rehabilitation**
Bureau of Vocational Rehabilitation
1325 Corporate Boulevard
Reno

Council Members Present: Amber Smyer, Jeff Sutich, Heather Steel, Dr. Ron Pardini, Mike Catalano, Dr. Frederick Steinmann, Jeff Bryant, Mike Pointer

Council Members Absent: Dave Coon (excused), Senator James Settelmeyer, Assemblywoman Irene Bustamante Adams (excused), Jeff Brigger, Jim Snyder, Rob Hooper (excused), Dr. Boyd Spratling (excused), Rod Adams, Heston Johns, Peter Wallish

Ex-officio Members Present: Melinda Lyons, Jim Kostecki

Ex-officio Members Absent: Jeremy Hays, John Collins, Ben Daseler, Kyle Casci

DETR WSU Staff Present: Earl McDowell, De Salazar, Odalys Carmona, Coralie Peterson

Others Present: Judy Turgiss (Nevada Workforce Development Center), Darragh Huggins (DETR), Christine Ridge

*Please note that all attendees may not be listed above.

- I. Welcome, Introduction and New Members.....Amber Smyer, Chair
Governor’s Workforce Investment Board, Agriculture Sector Council

The Chair of this Council, Amber Smyer, called the meeting to order at 2:00 p.m. and welcomed everyone and thanked them for attending this meeting. She then asked Coralie Peterson, Administrative Assistant for DETR’s Workforce Solutions Unit, to call roll.

- II. Roll call and Establishment of a Quorum..... Coralie Peterson, Administrative Assistant
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation, (DETR)

Coralie Peterson called roll and informed the Chair that a quorum was not present.

- III. Verification of Posting.....Coralie Peterson

Amber Smyer asked for Coralie Peterson to verify that the agenda for this meeting was posted according to Nevada statute. Mrs. Peterson verified that the agenda was posted according to NRS 241.020.

- IV. **First Public Comment Session**Amber Smyer
Members of the public will be invited to speak before; however, no action may be taken on a matter during public comment until the matter itself has been included on an agenda as an item for possible action. Public comment may be limited to three minutes per person at the discretion of the chairperson.

Amber Smyer announced the First Public Comment Session and invited members of the public to speak. No comments were made. Hearing none, Ms. Smyer moved to Item V.

- V. **For Possible Action** - Approval of the July 16, 2014 Meeting Minutes.....Amber Smyer

Lacking a quorum, Ms. Smyer proceeded to Agenda Item VI.

- VI. **Presentation** - Overview of the Nevada Career Information System
(NCIS).....Darragh Huggins
Economist/NCIS Supervisor
Research & Analysis Bureau, DETR

Amber Smyer introduced Darragh Huggins and invited her to provide an overview on the Nevada Career Information System. Ms. Huggins explained that NCIS is Nevada’s comprehensive career guidance system, updated annually by DETR’s Bureau of Research and Analysis. A consortium of 20 states use the software, each state uses it to create a customized career information system suitable for their residents.

Ms. Huggins explained that the system is geared for use by high-school and college students, as well as job seekers, and NCIS also has a popular *junior* version used by elementary and middle-school students. The system is meant to provide a meaningful career exploration, containing information on over 500 occupations, presented in a useful, understandable and accessible manner for students and job-seekers.

She said that information on tasks, skills, wages, projections of demand are shown in NCIS, and will be helpful to students, and also includes additional information in other areas, such as:

- Occupation licensure and certification
- Nevada apprenticeships
- Programs of study and training
- Nevada Post-Secondary Schools

Ms. Huggins went on to explain that the NCIS website provides services such as interest assessments, resume writing tips and samples, and a personal portfolio feature, which allows any Nevada resident to set up a resume online. She mentioned their support and outreach in the training of hundreds of counselors, librarians, career development professionals and staff from the various Nevada JobConnect offices through NCIS workshops. She invited all to explore NCIS and asked them to encourage others to do so as well.

Amber Smyer thanked Ms. Huggins for her presentation and commended the website. Ms. Smyer asked if specific information for the Agriculture sector related to training and licensing could be extracted from NCIS and Ms. Huggins said that she would research how this might be accomplished. Darragh Huggins provided her contact information as 775-684-0378. Ms. Smyer thanked her and moved to Agenda Item VII.

To visit the Nevada Career Information System, visit: www.nvcis.intocareers.org (open hyperlink)

VII. **Presentation** – Update on the College of Agriculture, Biotechnology and Natural Resources (CABNR), University of Nevada, Reno (UNR).....Dr. Ron Pardini
Interim Dean and Director, CABNR
UNR

Ms. Smyer invited Dr. Ron Pardini to provide an update on the College of Agriculture, Biotechnology and Natural Resources (CABNR). Dr. Pardini thanked Ms. Smyer and with the use of a PowerPoint presentation, he provided a brief work history of the new Dean of CABNR, Dr. William (Bill) Payne, who was appointed February 7, 2014.

Dr. Pardini went on to explain that CABNR is really a STEM (Science, Technology, Engineering and Math) College, which has several undergraduate majors, such as: Agricultural Science, Biotechnology, Biochemistry and Molecular Biology, Ecohydrology, Environmental Science, Forest Management and Ecology, Nutrition Dietetics Specialty, Nutritional Science, Veterinary Science, Rangeland Management and Ecology, and Wildlife Ecology and Conservation. He continued to explain that CABNR enrollment has been progressively increasing (8-12% this year) and faculty has been added in many areas, such as in agricultural science, and nutrition and health. He said that they are also looking to increase faculty in the area of economic development, and are also conducting a search for a horticulturalist and nutritional epidemiologist, for both the agriculture nutrition and veterinary sciences departments.

He explained ways in which CABNR has contributed to the state's economy. In the last year, total grants awarded \$6,929,650, which translated into a total state economic impact of \$12,404.074, with the majority of funds being in the area of national resource and environmental science.

Dr. Pardini drew attention to CABNR's new motto - *Sustainable Science for Life*, which he said relates to the fact that they are a STEM college possessing a high level of experience and expertise. He mentioned several agriculture field labs located throughout the state, predominantly in northern Nevada; however, in an effort to include southern Nevada as a strong participant, Dr. Pardini said the new Dean, Dr. Payne, is also looking at an opportunity to develop a viable field lab in the Las Vegas area by converting the vacated Jean, Nevada prison.

Dr. Pardini said that CABNR is considering several areas for possible activity for CABNR in the future, such as:

- Drone applications (agriculture and natural resource applications)
- Developing drought tolerant plants to support ag and biofuels production
- Drought resistant grapes
- Experimental watershed (pinion/juniper control, hydrologic modeling, livestock production)
- Potential Meat Science Classes (next fall)

Dr. Pardini concluded his comments by inviting everyone to the CABNR/NAES/UNCE NAS Field Day, being held on Saturday, September 20, 2014, from 9:00 a.m. to 2:00 p.m., being held at UNR's Main Station Farm (field lab) with a theme based on state priorities: 1) drought and dry land agriculture production, 2) fires 3) nutrition and health for both humans and animals.

He also mentioned a second public event, HungerU Exhibit/Forum which is being held on October 6-7, 2014, at the UNR Joe Crowley Student Union. He closed his comments in stating that he is optimistic about the future of the college under the leadership of the new dean.

Amber Smyer thanked him for his presentation, and hearing no further comments, she proceeded to address Agenda Item VIII.

VIII. **Presentation** - Overview of the 4H Ambassador Program.....Sarah Chvilicek
Administrative Faculty and Coordinator, Washoe County 4-H Youth Development Programs
University of Nevada, Cooperative Extension

Ms. Smyer welcomed Sarah Chvilicek and invited her to share an overview of the 4H Ambassador Program as it relates to the Agriculture sector. Ms. Chvilicek explained that the Nevada 4H program has an ambassadorship program that works at the county level with county ambassadors and at the state level with state ambassadors. The focus of the Ambassador Program is a youth-adult partnership, which also builds leadership development skills and enhancing their higher education or post-high-school education opportunities with all of the colleges and universities throughout the state. Being that University of Nevada Cooperative Extension is affiliated with a land grant, a lot of their efforts are directed to UNR and CABNR.

She mentioned that, in the past, many students left the state to seek higher education, particularly in agriculture, as there was a lack of opportunities for them. Ms. Chvilicek said student numbers are now growing, as kids are now seeing opportunities past high school. The 4H program is a STEM-based program which also enforces the STEM-based learning skills throughout their school years. Students that participate in the Ambassador Program become spokespersons which will help them to build their resumes and develop leadership skills.

To view more on the 4 H Ambassador Program, click on:
<http://www.unce.unr.edu/4H/programs/ambassadors/>

Ms. Smyer thanked her for her comments and asked if she knew how many agriculture or food related programs there are in the State of Nevada, and Ms. Chvilicek mentioned some Washoe County programs, such as: 1) Junior livestock programs (beef, sheep, swine and goats) which involve students in marketing their products in junior livestock shows and county fairs, and 2) SNAP education programs involve school gardens and engages kids in local farmers markets as well as encouraging them to increase their consumption of fresh fruits and vegetables. Ms. Smyer thanked her for her responses and then moved to Agenda Item IX.

IX. **Discussion/Possible Action** - Update on the Pilot Program.....Amber Smyer

Ms. Smyer reminded the sector council members of the Agriculture Sector Council's Pilot Program for 10 internships in the area of the plant science, greenhouse management, nursery management, and range management, and she asked Earl McDowell, Deputy Administrator for DETR's Workforce Solutions Unit for the status of the pilot and Mr. McDowell confirmed that the pilot has been approved. She said that the Department of Agriculture will be the fiscal agent (\$40,000.00 = 10 students @ \$4,000.00).

Ms. Smyer said that Dr. Pardini is currently working on a request for proposal (RFP) which can hopefully be distributed at the beginning of October. She also suggested that, if sector council members know of others who have worked in the areas listed previously, who may be interested in hosting, prepare an RFP (providing information on what the internship will be, how many hours are needed, et cetera). The RFP's will be due before the end of November, which will allow time for the sector council members to make selections by the end of December.

She stated that CABNR will evaluate the RFP's based on their educational value and will then be evaluated by the sector council from the economic and industry perspective. Once the sites are finalized, Ms. Smyer said that in January, the programs can be promoted to the students and by late summer, placement for the interns can begin. Ms. Smyer said that it would be good to have the students who complete the internship share their experience in a GWIB Agriculture Sector Council meeting.

Ms. Smyer clarified that a second pilot proposal, the Rapid Response Training Pilot was not submitted for final approval as it did not have enough detail. She concluded her comments and turned to Item X.

X. **Discussion/Possible Action** – Review of the 2014 Agriculture Sector Council Strategic Plan and Delegation of Tasks.....Amber Smyer

Ms. Smyer said she wanted to briefly talk about Strategic Plan and proposed modifying some of the action items; however, lacking a quorum, she mentioned that this would have to be addressed at a future meeting. She stated some of the suggested modifications included:

On Objective 1:

- Quarterly data collection information on the number of companies expressing an interest in relocating/expanding within the state--
- Number of Jobs in the agriculture sector?
- What specific types of occupations will the companies seek?
- Specific Training/Certification required?

On Objective 2:

Draft a short survey to be distributed to AG companies around jobs and training in the first quarter of 2015, and disseminate to the agriculture companies in the second quarter.

- Who will be surveyed?
- What will we be seeking?

On Objectives 3-5:

From the industry survey—

1. Compare industry occupations needs to DETR data
2. Identify any gaps
3. Compare gaps in education/training structures
 - If education/training does not exist, how can we provide it?
 - If education/training does exist, how do we market it as a potential career opportunity?

Ms. Smyer then asked the sector council members for their comments on the suggested modifications, and if the information is already available. Mr. McDowell said that DETR has collected information on the private or public degree/certification programs available throughout the state for all nine sectors. Ms. Smyer thanked him for his comments, and stated that approval of the updating of the Strategic Plan will be addressed in the next sector council meeting. She then moved to Item XI.

XI. For Possible Action - New Business and Future Agenda Items.....Amber Smyer

Suggestions and recommendations for new business and future agenda items included:

- Approval of the Updated Strategic Plan
- Overview on NevadaWorks – Melinda Lyons

Jeff Bryant volunteered to provide a company spotlight on Urban Roots Garden Classroom in a sector council meeting in early 2015, and Ms. Smyer asked that DETR staff note this for a future agenda item. Ms. Smyer commented on the need for additional sector council members to satisfy membership requirements, and Mr. McDowell said that the sector council must have 51% membership of business leaders, and DETR will assist by identifying possible companies. Ms. Smyer thanked him and moved to Item XII.

XII. For Possible Action - Future Meeting Schedule/Next Meeting.....Amber Smyer

- Wednesday, November 19, 2014 at 2:00 p.m.

XIII. Second Public Comment Session.....Amber Smyer

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier; however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name. Public comment may be limited to three minutes per person at the discretion of the chairperson.

Ms. Smyer announced the Second Public Comment Session and invited members of the public to speak. Earl McDowell asked members to advise DETR if they are aware of any individuals who may be beneficial to the sector council, and DETR will reach out and invite them to participate. He said that it is important to have professionals who work in the industry be part of the sector council as they can provide good information to the Chair and ultimately, to the Governor’s Workforce Investment Board. He gave an example of the effect of the sector council’s input in identifying the In-Demand Occupations, resulting in needed training by the local boards. He suggested that the local boards could give an overview on what they have done in reference to the training for the In-Demand Occupations in the Agriculture Sector, and Melinda Lyons volunteered to provide this information in the next sector council meeting. Hearing no further comments, Ms. Smyer thanked all for their attendance and moved to Item XIV.

XIV. AdjournmentAmber Smyer

When Amber Smyer concluded the Second Public Comment Session, she adjourned the meeting at 2:59 p.m.

Agenda items may be taken out of order, combined for consideration by the public body, and/or pulled or removed from the agenda at any time. The Chair may continue this meeting from day-to-day. Pursuant to NRS 241.020, no action may be taken upon a matter raised during a period devoted to comments by the general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

GOVERNOR'S WORKFORCE INVESTMENT BOARD

AGRICULTURE SECTOR COUNCIL

Amber Smyer (Chair), Dave Coon (Vice Chair), Senator James Settelmeyer,
Assemblywoman Irene Bustamante Adams, Jeff Sutich, Heather Steel, Dr. Ron Pardini, Jeff Brigger,
Mike Catalano, Jim Snyder, Rob Hooper, Dr. Boyd Spratling, Dr. Frederick Steinmann, Rod Adams, Jeff Bryant,
Mike Pointer, Heston Johns and Peter Wallish

***Notice:** Persons with disabilities who require special accommodations or assistance at the meeting should notify Coralie Peterson, DETR, Workforce Solutions Unit, between the hours of 8:00 a.m. through 5:00 p.m., in writing at 2800 E. St. Louis., Las Vegas, Nevada 89104; or call (702) 486-0523; or fax (702) 486-6426 on or before the close of business Tuesday, September 9, 2014.*

Notice of this meeting was posted at the following locations on or before 9:00 a.m. on the third working day before the meeting: DETR, 2800 E. St. Louis, Las Vegas, NV; DETR, 500 East Third St., Carson City, NV; DETR, 1325 Corporate Blvd., Reno NV; NEVADA JOBCONNECT, 3405 S. Maryland Parkway, Las Vegas, NV; NEVADA JOBCONNECT, 119 Water St., Henderson, NV; NEVADA JOBCONNECT, 2827 N. Las Vegas Blvd., North Las Vegas, NV; NEVADA JOBCONNECT, 1929 N. Carson St., Carson City, NV; NEVADA JOBCONNECT, 172 Sixth St., Elko, NV; NEVADA JOBCONNECT, 480 Campton St., Ely, NV; NEVADA JOBCONNECT, 121 Industrial Way, Fallon, NV; NEVADA JOBCONNECT, 475 W. Haskell, #1, Winnemucca, NV; NEVADA JOBCONNECT, 4001 S. Virginia St., Suite G, Reno, NV; NEVADA JOBCONNECT, 1675 E. Prater Way, Suite 103, Sparks, NV; GRANT SAWYER OFFICE BUILDING, 555 E. Washington Ave., Las Vegas, NV; LEGISLATIVE BUILDING, 401 S. Carson St., Carson City, NV; NEVADAWORKS 6490 S. McCarran Blvd., Building A, Unit 1., Reno, NV; WORKFORCE CONNECTIONS, 7251 W. Lake Mead Blvd., Las Vegas, NV. This agenda was also posted on DETR's Web site at www.nvdetr.org. In addition, the agenda was mailed or e-mailed to groups and individuals as requested.