



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)
Health Care and Medical Services Sector Council
Chairpersons Planning Subcommittee Meeting
Thursday, November 13, 2014
8:30 a.m.**

Place of Meeting: Department of Employment, Training & Rehabilitation
2800 E. St. Louis Avenue, Conference Rooms A-C
Las Vegas, NV

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

Department of Employment, Training & Rehabilitation
500 E. Third Street, 1st Floor Auditorium
Carson City, NV

Department of Employment, Training & Rehabilitation
Bureau of Vocational Rehabilitation
1325 Corporate Boulevard, Large Conference Room
Reno, NV

Council Members Present: Dr. Marcia Turner, Debra Scott, Bill Welch, Randi Hunewill, Larry Matheis, Dr. John Packham

Council Members Absent: None

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

Others Present: Judy Turgiss (Nevada Workforce Development Center), Vance Farrow (GOED), Tabor Griswold (NHA), Lee Quick (Nevada System of Higher Education)

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

I. Welcome, Introductions and New Members.....Dr. Marcia Turner, Chair
GWIB Health Care and Medical Services Sector Council

The Chair of this Council, Dr. Marcia Turner called the meeting to order at 8:31 a.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 II
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Coralie Peterson called roll and informed the Chair that a quorum was present.

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

Dr. Turner asked Coralie Peterson to verify the agenda was posted according to Nevada statute. Ms. Peterson verified that the agenda for this meeting was posted according to NRS 241.020.

IV. **First Public Comment Session**Dr. Marcia Turner
Members of the public will be invited to speak; 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.

Dr. Turner announced the First Public Comment Session and invited members of the public to speak. No comments were made. Hearing none, Dr. Turner proceeded to the next agenda item.

V. **For Possible Action** – Approval of the August 7, 2014 Meeting Minutes.....Dr. Marcia Turner

Dr. Turner asked for approval of the August 7, 2014 Meeting Minutes. A motion to approve was made by Larry Matheis and was seconded by Debra Scott. All members were in favor. None were opposed. The motion carried unanimously.

VI. **For Possible Action** – General Discussion Regarding Subcommittee Administration, Meeting Planning and Full Sector Council Mission, Scope and Initiatives, Including a Discussion Regarding the Potential for a New Mental Health Initiative.....Dr. Marcia Turner

Dr. Turner said that she wanted first to discuss the immediate next steps of the sector council and establish a process for developing a GWIB Health Care and Medical Services Sector Council “binder” report summarizing their work/products, as well as a recent meeting with the new DETR Director Don Soderberg and she would then ask the subcommittee chairs for their comments.

Dr. Turner mentioned that she, Vance Farrow, Lee Quick, and Earl McDowell met with Mr. Soderberg to welcome him and offer the GWIB Health Care & Medical Services Sector Council’s assistance. She explained to Mr. Soderberg their understanding of the scope of the sector councils to date, to provide industry intelligence to DETR, have no involvement in deploying funds directly and have not been asked to take part in policy decisions. Dr. Turner said that Mr. Soderberg was provided with copies of their Strategic Plan, the In-Demand Occupations list they had identified, and was given an overview of their efforts in connection with the Robert Wood Johnson Grant, Community Health Worker Pilot Program, and a Workforce Connections Green Jobs Grant, Health Care Services Summit, Dr. Packham’s report and various surveys conducted.

Dr. Turner stated that Mr. Soderberg will help to clarify the mission of the sector councils in the future, which may include changes, such as in by-laws or the make-up of the membership. She added that there is discussion of GOED (Governor’s Office of Economic Development) being more involved in the management/agenda setting of the sector councils to ensure that the workforce development is aligned with GOED’s business recruitment focuses. After Dr. Turner provided her overview of the meeting with Mr. Soderberg, she asked Vance Farrow if he had additional comments.

Mr. Farrow said that the transition in DETR leadership and the new direction for DETR, GOED, and the sector councils should be fluid. He said they will be incorporating best practices seen nationally in sector councils in an effort to make things work and align better; however, they will take care not to disrupt the GWIB Health Care and Medical Services Sector Council.

Mr. McDowell commented that this sector council had completed all the assignments that former Director, Frank Woodbeck had given them, which was to: 1) complete a Strategic Plan and 2) identify the In-Demand Occupations within their sector, and 3) to propose a pilot program, and the industry intelligence they provided directed GWIB funding for training to the areas where they saw a need, and he noted the dedication of the sector council members.

Dr. Turner thanked him for his comments and added that they will be happy to help the GWIB in any new direction in order to meet the needs of the state. Vance Farrow noted that he received a call from the NGA (National Governor’s Association) seeking assistance on establishing sector councils for 7 other states, which indicated that they are recognized nationally as leaders in this capacity.

Discussion ensued amongst subcommittee members regarding the structure of the sector council membership and how this may change in the future to ensure the best industry representation.

Suggestions made for items to be made part of the “binder” report included:

- History of the Health Care and Medical Services Sector Council
- By-Laws
- Strategic Plan and written updates of Strategic Plan
- Overview of the Full Sector Council
- “White Paper” from each Subcommittee Chair
- Final Subcommittee Reports/Presentations
- Meeting Minutes
- PowerPoint version of Report

Dr. Turner thanked Mr. Matheis for offering to compose the report, and she then asked for brief subcommittee comments.

VII. **For Possible Action** – Discussion on the Status of Individual Subcommittee Activities.....Dr. Marcia Turner

- Industry Intelligence Subcommittee.....Bill Welch

Mr. Welch said he had no updates, although he stated that the Industry Intelligence Subcommittee has met all of their objectives of the Strategic Plan, with the exception of conducting an industry meeting on the Affordable Health Care Act and its impact on the workforce. Dr. Turner said this objective could be tabled for the time being, as well as addressing new items, as the direction for the sector councils may change in the future.

- Education/Training Subcommittee.....Randi Hunewill

Randi Hunewill thanked Mr. McDowell and the DETR staff for their support and mentioned concern about their “next steps” for the sector council. She also asked for direction on changing the strategic plan (progress and outcomes). The Vice-Chair, Debra Scott, said that any changes within the strategic plan that the subcommittee recommends can be sent to her for updating, and will be included in the quarterly agenda for review and approval by the full sector council.

- Data/Evaluation/Research Subcommittee.....Dr. John Packham

Dr. Packham said that he prepared a *minimum* data set questions (15-25 questions), which are occupation-specific, for 10 health professions, and is currently developing 2 more. He said that he will provide more information at a future meeting, which he wanted to postpone until December or early January. Dr. Turner commented that as they update DETR’s In-Demand Occupations List, they can incorporate this new material.

- Legislative/Regulation/Policy Subcommittee.....Larry Matheis

He said that the policy subcommittee is working on the list of policy initiatives, and are beginning to focus on changes on describing initiatives which are underway.

VIII. **Discussion** – New Business and Future Agenda Items.....Dr. Marcia Turner

No suggestions for new business and future agenda items were mentioned.

IX. **The date of the next subcommittee meeting will be determined**.....Dr. Marcia Turner

X. **Second Public Comment Session**Dr. Marcia Turner
 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.

Dr. Turner announced the Second Public Comment Session and invited members of the public to speak. No comments were made. Hearing none, Dr. Turner moved to the next agenda item.

XI. **Adjournment**.....Dr. Marcia Turner

Dr. Marcia Turner adjourned the meeting at 9:30 a.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

HEALTH CARE AND MEDICAL SERVICES SECTOR COUNCIL SUBCOMMITTEE CHAIRPERSONS

Dr. Marcia Turner (Chair), Debra Scott (Vice-Chair), Bill Welch, Randi Hunewill, Larry Matheis,
 Dr. John Packham.

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 Wednesday, November 12, 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.