

# STATE OF NEVADA

**BRIAN SANDOVAL**  
GOVERNOR



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CHAIR  
GOVERNOR'S WORKFORCE DEVELOPMENT BOARD

**STEVE FISHER**  
CHAIR  
GOVERNOR'S WORKFORCE DEVELOPMENT BOARD  
WIOA TEAM WORKGROUP

## GOVERNOR'S WORKFORCE DEVELOPMENT BOARD WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) GOVERNANCE TEAM WORKGROUP

1470 E. College Parkway  
Carson City, Nevada 89706  
Telephone (775)684-0504 • Facsimile (775)684-3908

### MEETING MINUTES Governor's Workforce Development Board Workforce Innovation and Opportunity Act (WIOA) Governance Team Workgroup Meeting Friday, October 2, 2015 9:00 a.m.

**Name of Organization:** Governor's Workforce Development Board's (GWDB)  
**WIOA Governance Team Workgroup Meeting (GW)**

**Date and Time of Meeting:** **Friday, October 2, 2015 at 9:00 a.m.**

**Place of Meeting:** **Division of Welfare and Supportive Services**  
*1470 College Parkway, Room 149*  
*Carson City, NV 89706*

*Video Conferenced to*  
**Division of Welfare and Supportive Services**  
*701 N. Rancho Drive Training room 5*  
*Las Vegas, NV 89106*

*Conference Bridge*  
*1-775-684-0777 or 1-702-486-1777*  
*Access Code 4800*

**Workgroup Members Present:** Steve Fisher, Kristine Nelson (proxy for Dennis Perea), Mike Raponi, John Thurman, Shelley Hendren, Renee Olson Ardell Galbreth, and Matt Morris

**Workgroup Members Absent:** Dennis Perea (excused)

**DETR Staff Present:** Coralie Peterson, Kristine Nelson, Mae Worthey, William Anderson

**Others Present:** Brad Deeds, Jaime Cruz, Ken Zutter

I. CALL TO ORDER –*Steve Fisher, Co-Chairs of the Governance Workgroup*

Meeting was called to order by Steve Fisher at 9:08 a.m.

II. ROLL CALL- CONFIRMATION OF QUORUM – *Coralie Peterson*

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

III. VERIFICATION OF PUBLIC NOTICE POSTING – *Coralie Peterson*

Ms. Peterson affirmed that the notice and agenda for this October 2, 2015 WIOA Governance Workgroup Meeting was posted pursuant to Nevada’s Open Meeting Law NRS 241.020.

IV. **FIRST PUBLIC COMMENT(S)** – *Steve Fisher*

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

The Chair announced the First Public Comment Session and invited members of the public to speak. Hearing no comments, he proceeded to the next agenda item.

V. **DISCUSSION/FOR POSSIBLE ACTION:** Develop State Plan Goals and Strategies -*Steve Fisher*

Mr. Fisher invited workgroup members to comment on their ideas on how best to move forward in defining goals and strategies.

Renee Olson suggested working on reporting obstacles and implementation of a new case management system, and in developing a strategy, they may meet one or more of their goals.

General discussion ensued amongst workgroup members on possible goals, such as:

- Provide better services to participants and employers wherever they interact with the system
- Improve access for low income individuals to achieve their highest level of self-sufficiency
- Overlap State Plan goals with WIOA goals
- Integrate education and training – create career pathways – identify post-secondary credentials of value in the labor market
- Create a comprehensive, high-quality customer centered workforce development system (interagency)
- Use data-driven, evidence-based approach to assess/measure effectiveness/progress

After further discussion of goals, strategies, and objectives, workgroup members determined that they would outline a model of relevant Nevada goals that would align with the broad, nationwide WIOA goals:

- John Thurman raised a motion to adopt the themes of the WIOA goals, and develop Nevada goals in alignment with one or more of the six WIOA goals, followed by objectives and strategies. They would then begin work to develop goal statements under that structure. Renee Olson asked for clarification that the motion was meant to decide on the overlying structure of their document model, and this understanding was confirmed by Mr. Raponi. Renee Olson then seconded the motion.

Prior to taking a vote on the motion, discussion of the definition of goals, objectives, and strategies ensued amongst workgroup members. As part of this discussion, Kris Nelson read from *Harvard Business*: “....A goal is defined as a broad aim toward which your efforts are directed, it is a *want*, not a *how*. Objectives are closely tied to goals, and the two terms are often used interchangeably,

but goals and objectives are different. An objective is a specific, measurable milestone that must be achieved in order to reach a goal...” and “A strategy is plan of action designed to achieve an objective, *how* you are going to get there...” Hearing no further discussion, all workgroup members voted to approve the motion and it carried unanimously.

Examples of other WIOA goals and strategies documents created by other states (Florida, Kansas, Texas) were reviewed and discussed by workgroup members at length, who determined four Nevada goals aligning with one or more of the six WIOA goals, which were:

1. Access
  2. Alignment
  3. Quality
  4. Outcome
- A motion was made by Mike Raponi that the Governance Committee initially adopt the development of four goal statements around access, alignment, quality and outcomes, and John Thurman seconded this motion. All were in favor and the motion carried unanimously.

General discussion ensued amongst workgroup members about elements of the goals and strategy document being developed, such as: common intake (integrating data to reduce duplication), identifying barriers to access and outreach, and alignment/awareness of education/training to workforce development, and reporting requirements.

Kris Nelson stated that she would draft an outline of the comments addressed in this meeting and forward this to Steve Fisher.

**VI. DISCUSSION/FOR POSSIBLE ACTION:** Discussion and possible action regarding dates, times, and agenda items for future meetings –*Steve Fisher*

- State Plan Work Assignments

**VII. SECOND PUBLIC COMMENT(S)** –*Steve Fisher*

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

Steve Fisher announced the Second Public Comment Session and invited members of the public to speak. No comments were made. Hearing none, the Chair closed this Session and adjourned the meeting.

**VIII. ADJOURNMENT** –*Steve Fisher*

The meeting was adjourned at 12:04 p.m.

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**NOTE:** Agenda items may be taken out of order, combined for consideration by the public body, and/or removed from the agenda at any time. 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. If unable to attend meeting, Members of the WIOA may designate a proxy to act on their behalf.

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**NOTE:** Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the DETR Director’s Office, in writing at: 555 E. Third Street, Carson City, Nevada 89713; or, should call (775) 684-3911; if hearing impaired, dial TTY (800) 326-6868 or Nevada Relay 711; or send a fax request to (775)684-3908 as soon as possible and **no later than close of business on Thursday, October 1, 2015**.

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**Notice of this meeting was posted on or before 9 a.m. on the third day prior to the meeting at the following locations:** 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, 4500 E. Sunset., 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, 2281 Pyramid, 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, 6330 West Charleston Blvd. #150, Las Vegas, NV.

**Notice of this meeting was posted on the Internet at:** DETR's Public Meetings website - [www.nvdetr.org](http://www.nvdetr.org), <http://nvdetr.org/publicmeetings.htm>; and Nevada's Public Notice website at <https://notice.nv.gov/>, as required by [NRS 232.2175](#).

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Supporting public material provided to Committee members for this meeting is posted on DETR's Web site at [www.nvdetr.org](http://www.nvdetr.org), <http://nvdetr.org/publicmeetings.htm>, and may be requested from the Director's Office at 500 E. Third Street, Carson City, Nevada 89713; or call (775)684-3911; or fax (775)684-3908 **on or before the close of business on Friday, October 2, 2015.**

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*Agenda items may be taken out of order, combined for consideration by the public body, and/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. If unable to attend meeting, Members of the WIOA Governance Team Workgroup may designate a proxy to act on their behalf.*

**WIOA Governance Team Workgroup Members**

Dennis Perea, Michael Raponi, Steve Fisher,  
John Thurman, Shelley Hendren, Renee Olson, Ardell Galbreth, Matt Morris