

STATE OF NEVADA

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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 9, 2015
10:00 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 9, 2015 at 10:00 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), Brad Deeds (proxy for Mike Raponi), Shelley Hendren, Ardell Galbreth, and Matt Morris

Workgroup Members Absent: Dennis Perea (excused), Mike Raponi (excused), John Thurman (excused), Renee Olson (excused)

DETR Staff Present: Coralie Peterson, Kristine Nelson

Others Present: Jaime Cruz, Grant Nielson, Sandra Chamberlin, Ken Zutter

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

The Chair called the meeting to order at 10:04 a.m.

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

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

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

Ms. Peterson affirmed that the notice and agenda for the WIOA Governance Workgroup Meeting of October 9, 2015 was posted pursuant to 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.

Steve Fisher announced the First Public Comment Session and invited members of the public to speak. No comments were made. Hearing none, the Chair moved to the next agenda item.

V. **DISCUSSION/FOR POSSIBLE ACTION:** Continue the development of the State Plan Goals and Strategies – *Steve Fisher*

Mr. Fisher thanked Kristine Nelson for extracting the main discussion points from the previous meeting into a document using a format agreed upon in that meeting, and which was distributed to the workgroup members. Mr. Fisher added that the memorialized strategies, which will be added to the State Plan, will enable others to provide their information confirming with these strategies.

At this juncture Ardell Galbreth stated he would have to leave the meeting and Jaime Cruz would remain as his proxy.

Steve Fisher asked if all workgroup members were in agreement about the language used in the goals document, and a discussion ensued about the uses of the terms “strategies” “objectives” and “tactics.” Shelley Hendren stated she had noted that *goals* were the broad aim (big direction), *objectives* were specific and measureable (increase), and the *strategies* is how you get there and achieve the goal. While all noted that the document may require additional modification, they should move forward to enunciate goals and strategies in this meeting.

Steve Fisher noted for the record that Matt Morris had joined the meeting at this juncture.

General discussion amongst workgroup members then turned to how to **maximize access to services and remove barriers**, and their suggestions included:

- Technology
- Transportation and other Supportive Services
- Outreach Efforts
- Available Expertise for “Underserved” Areas
- Increased Service Delivery Locations

Matt Morris stated that the from the Governor’s Office perspective, goals should be made specific to enable integration of statewide efforts. He questioned the terms “improving” and “increasing” access, and asked what is meant by that terminology, suggesting that other language, such as “expand” and “improve” be used.

Workgroup members agreed to modify the goals document to incorporate changes, such as:

Nevada’s Goal 1: Access

- Nevada’s *Objective* would be changed to Nevada’s *Goals* (this would be based upon the WIOA Goals) and that goal would be to “expand and enhance access...”
- Add to Nevada’s Goal: “to increase access to and remove barriers from education and employment.”
- *Strategy* to be changed to *objective*.

Nevada’s Goal 2: Alignment

- WIOA Goals #2-#4: “Create a comprehensive, high-quality customer-centered workforce development system by aligning workforce investment education and economic development.”
- Nevada’s Goal to be: “Align, coordinate and integrate education, employment and training programs for Nevadans.”

Discussion of Objectives for Alignment Goal included:

Brad Deeds commented on career pathways (ladder) should be noted first and mentioned language crafted by Ken Zutter: “Create a comprehensive cross-agency data and performance measurement system that covers all major workforce development programs.”

Workgroup members determined to changes in Alignment, such as:

- References to core to be struck - replaced by all major workforce development programs. (Texas goal used as an example)
- Data Sharing to be noted in *Alignment* Goal; move (3.3) from Quality Goal to *Alignment* Goal section - Kris Nelson to reword (optimize, maximize, for example) and add reference to employer to each objective (coordination between education, training and employer population)
- Objective on Career Pathways (2.1) to be named first objective

Discussion amongst workgroup members ensued pertaining to quality and resulted in changes to the Quality Goal, such as:

- Conform Nevada’s Goal with the WIOA Goal #3 – *add* Meet the needs of Nevada’s employers by embracing the quality of an integrated workforce development system that provides measurable value on investment.
- Objective 3.1 - add timeliness, relevance, integrity
- Objective 3.2 – change employer relationships to employer partnerships, networks, employer engagement; delete “through employer training, etc...” – to be moved to strategies.
- Objective 3.3 – moved to Alignment
- Modify Objective 3.4 - Change to skilled, prepared potential employee
- Objective 3.5 – Language to add preparing workforce
- Objective 3.6 – Language to add preparing service delivery staff

Kris Nelson stated that she would make the requested changes, and asked that members send her any preferred language that she can incorporate and integrate into the goals document.

General discussion amongst then turned to address Performance Measures – addressed in Outcomes in the Goals document. However, in the interest of time, the Chair closed this item to be discussed further in the next meeting.

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

- Mr. Fisher stated that in order to accomplish their work assignments in a timely manner, the next meeting would be held on Friday, October 16, 2015 at 10:00 a.m.

Standing Items:

- State Plan Work Assignments
- TEGL-WIOA
- Check List Updates
- Approval of Minutes from 9-25-15 and 10-02-15 GW Meetings.

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.

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

VIII. ADJOURNMENT – Steve Fisher

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

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.

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 8, 2015.**

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/publicmeetings.htm; and Nevada’s Public Notice website at <https://notice.nv.gov/>, as required by [NRS 232.2175](#).

Supporting public material provided to Committee members for this meeting is posted on DETR’s Web site at 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 9, 2015.***

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