

**BRIAN SANDOVAL**  
GOVERNOR



**LUTHER W. MACK, JR.**  
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 23, 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 23, 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, Michael Raponi, Matt Morris, John Thurman, Janice John (acted as proxy for Shelley Hendren), Renee Olson, Ardell Galbreth

**Workgroup Members Absent:** Dennis Perea (excused), Shelley Hendren (excused)

**DETR Staff Present:** Coralie Peterson, Mae Worthey

**Others present:** Grant Nielson, Jaime Cruz, Lynda Parven, Sandra Chamberlin

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

Steve Fisher called the meeting to order at 10:02 a.m.

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

Coralie Peterson called roll and informed the Chair that a quorum was not present. Following the roll call, Mr. Fisher stated that Matt Morris joined the meeting and stated that a quorum was present.

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

Ms. Peterson affirmed that the agenda and notice for the October 23, 2015 Governance Workgroup meeting was posted pursuant to Open Meeting Law contained in NRS 241.020.

IV. **FIRST PUBLIC COMMENT(S)** – *Dennis Perea*

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. No comments were made. Hearing none, the Chair closed the comment session and moved to the next agenda item.

V. **DISCUSSION/FOR POSSIBLE ACTION: APPROVAL OF MINUTES:** GW meeting held on October 16, 2015 - *Steve Fisher*

A motion to approve the October 16, 2015 meeting minutes was made by John Thurman and was seconded by Michael Raponi. Steve Fisher abstained from the vote as he was not present for the previous meeting. All others were in favor and the motion carried unanimously.

VI. **DISCUSSION/FOR POSSIBLE ACTION: STATE PLAN WORK ASSIGNMENTS** – *Steve Fisher*

Steve Fisher suggested a discussion of developing logic models, especially with respect to the appearance of One Stops and also for career pathways.

John Thurman asked if Mr. Fisher was referring to the One Stop system or the center itself. Mr. Fisher said he was referring to the actual center, and explained further that seeing the appearance of the center would be extremely helpful in working up cost-sharing agreements.

Steve Fisher asked if actual groups needed to develop the logic models for One Stop Center and a Career Pathway. Matt Morris and Lynda Parven agreed that this would be useful, and asked who should participate.

John Thurman said the boards should be involved. Ardell Galbreth said the systems must be integrated. Steve Fisher asked if this should be tabled for further discussion.

John Thurman asked if this was needed in advance of the state plan. Sandra Chamberlin said that this is good idea, but a blend is needed, and the perspective of labor. John T. said that their voices should be represented in the makeup of the workforce boards.

Sandra Chamberlin referred to the WIOA language regarding the strategic alignment within the system, and she went on to stress that the employers have to see the value of credential.

Mike Raponi said that common denominators were needed, what elements have to be included to be considered a career pathway.

Brad Deeds commented on mandated employability skills, which includes a certificates, he asked if systemically if models are needed for employability skills (to include credentialing). John Thurman stated that this would be an excellent idea, as employment is the ultimate goal for all.

Steve Fisher asked if action was needed today, or table until the next agenda. Hearing no further comments, he moved to the next agenda item.

## VII. **DISCUSSION/FOR POSSIBLE ACTION** – CONTINUE THE DEVELOPMENT OF THE STATE PLAN GOALS AND STRATEGIES –*Steve Fisher*

Mr. Fisher commented that as he was not present for the previous meeting, his review of the meeting minutes from that meeting indicated to him that the goals had been approved but modifications to the document were to be made and further discussion was to take place on the objectives in the next meeting.

Matt Morris agreed with this understanding, and said that the workgroup had discussed the development of an organizational chart, and they had started to discuss ultimate oversight and accountability for the plan, but added that this may something that would be discussed later under “Outcomes.”

Steve Fisher mentioned that John Thurman had started a draft of the organizational chart referred to by Matt Morris, and this was distributed to the GW members electronically during this meeting. Mr. Thurman said the draft will need modification, and went on to mention that as the chart branches off into many subgroups, a *process chart* may be more useful.

Matt Morris also noted that if goals and targets are aligned, but no specific agency is assigned for oversight, monitoring and progress will not be possible. He went on to comment that the GWDB is not presently set up to be active in overseeing such objectives, and as statutory changes may be needed, a process chart may be beneficial to determine the governance portion of the plan.

GW members discussed the previous meeting minutes noting the suggested modifications to the objectives and agreed that it would be useful to share the goals document with subcommittee groups, to elicit their input.

- John Thurman made a motion to approve the objectives as written with the recommendations noted and deliberated by the Governance Workgroup on October 16, 2015 to constitute a Version Two document, which would be made available to all subcommittee groups. The motion was seconded by Matt Morris. Hearing no objections the motion carried unanimously.

Steve Fisher stated that the updated version two goals document will be distributed GW members and as well as other subcommittee members.

Sandra Chamberlin commented that she is seeking to make the Sharepoint site more accessible, and hopes to have log in difficulties resolved shortly, in order to ensure that the goals document is available.

GW members also agreed that the goals document be made available as Word document to make revisions possible by all the partners, and have a clean updated version available for the meeting on November 6<sup>th</sup> meeting. Matt Morris agreed that this was a good suggestion.

VIII. **DISCUSSION/FOR POSSIBLE ACTION** – GUIDANCE ON HIGHER EDUCATION ETPL FAST-TRACK APPLICATION ASSIGNMENT FROM THE GOVERNANCE GROUP – *Grant Neilson and Jaime Cruz*

Grant Neilson stated that the Policy Workgroup was given an assignment for a fast track application for the ETPL, but felt that they needed further guidance on this assignment from the Governance Workgroup.

He explained that streamlining may have already taken place, as in the original application process every new trainer had to go through a full application process (completing both a provider application and training operation application). Jaime Cruz went on to add that with the changes they have made, the redundant applications have been eliminated and that the online application is much faster.

Steve Fisher agreed that as the new process has already streamlined the process, the fast tracking assignment may not be needed and Mr. Nielson noted that he will remove this item from the Policy Workgroup task list.

IX. **DISCUSSION/FOR POSSIBLE ACTION** – TEGL-WIOA –*Steve Fisher*

No TEGLs were noted by GW members, and the Chair moved to the next agenda item.

X. **DISCUSSION/FOR POSSIBLE ACTION** – PROJECT PLAN CHECK LIST UPDATES – *Dennis Perea or Steve Fisher*

Sandra Chamberlin noted that as there is progress she is updating the document, but is unsure if the timelines are accurate.

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

Governance Workgroup members determined that another standing agenda item be included in upcoming meetings for governance issues. The next meeting will be held

- Final approval of objectives shown on the goals document.
- Standing Agenda Items; 1) State Work Plan Assignments 2) TEGL – WIOA 3) Project Plan Update 4) Governance

XII. **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. Hearing no comments, the Chair proceeded to adjourn the meeting.

XIII. **ADJOURNMENT** –*Steve Fisher*

The meeting was adjourned at 11:58 a.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

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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 22, 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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*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