

STATE OF NEVADA

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, January 08, 2016
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), John Thurman, Michael Raponi, Renee Olson, Matt Morris, Shelley Hendren, Ardell Galbreth

Workgroup Members Absent: Dennis Perea (excused)

DETR Staff Present: Kristine Nelson, Mae Worthey, Coralie Peterson

Others Present: Dale Erquiaga (Office of the Governor), Brad Deeds (DOE), Ken Zutter (DOE)

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

The Chair called the meeting to order at 10:27 a.m.

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

Kristine Nelson 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 the January 8, 2016 WIOA Governance Workgroup Meeting was posted at all public locations per NRS 241.020; however, due to a technological difficulty could not be seen on the DETR webpage.

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. No comments were made. Hearing none, the Chair moved to the next agenda item.

V. **DISCUSSION/FOR POSSIBLE ACTION: APPROVAL OF MINUTES: GW meetings held on December 14, 2015 and December 29, 2015** - *Steve Fisher*

The Chair asked for approval of December 14th, 2015 and December 29th, 2015 Meeting Minutes. Ardell Galbreth made a motion to approve both sets of minutes.

Mike Raponi questioned the references to compliance policies 5, 6, 7 and 9 noted on page three of the December 29th, 2015 minutes that he stated they should be removed and he was unsure of what was to be removed.

Kristine Nelson mentioned that what this was referring to was the compliance policy references in the assurances. She was present at this meeting and the direction was to remove the specific WIA references and replace them with a statement that says that state compliance policies are ongoing. This being the case, Mr. Raponi stated that no changes to the minutes draft were necessary from his standpoint.

Mike Raponi seconded the motion. Shelley Hendren abstained from the motion as she had not been present. All others approved the motion and it carried with a majority vote.

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

The Chair commented that this item would be skipped as it was addressed in the discussion of Item VII.

VII. **DISCUSSION/FOR POSSIBLE ACTION: GWDB STATE PLAN WORKSHOP ASSIGNMENTS** – *Steve Fisher*

Mr. Fisher stated that the purpose of this meeting was to discuss their talking points for the Governor's Workforce Development Board meeting scheduled for January 21, 2016, as well as discussing the format for that presentation in that meeting and proposed a possible "mock" presentation at the GW meeting scheduled for January 15th, 2015.

Kristine Nelson stated that a revised format for the agenda was sent out because, after discussion with the Governor's Office and at DETR's direction, the presentations were pared back. Rather than having the core program leads presenting each of their items, white papers and "bullet points of light," had been requested from each of them. She went on explain that the presentations will be limited to the opening remarks by the DETR Director, the Governor's Office presenting the Governor's Strategic Plan, and then an overview from Mr. Fisher as the Chair of the Governance Workgroup, who can then open the discussion in a "workshop format" by the Board members.

Discussion ensued amongst Governance Workgroup members about how best to format/document the *highlights of and changes to* their programs as well as noting their references in the State Plan draft.

Dale Erquiaga suggested that they view the State Plan from the vantage of an “outsider” and who may find it valuable in making the State Plan understandable to have a ‘Primer’ (PowerPoint presentation) to provide:

- Summary of the Plan
- Nevada’s Vision
- Goals
- Strategies
- Operating Mechanisms to reach goals/strategies

He added that then Board members can be given the assignment of reading particular portions of the Plan, with key activities to refer back to the document. He also suggested that each title have an introductory contextual paragraph at the beginning of each Title (program) describing what had *changed* and include page references in the Plan pertinent to their program, which he felt would be helpful to the reader.

Kris Nelson agreed to put together a PowerPoint presentation with the sections, Nevada’s vision and reference discussion sheets placed at the end, with instruction to the Board Members to read particular portions of Plan in preparation for their discussion in the meeting. Mr. Fisher added that each of them will add a contextual paragraph as a header for each section.

Ms. Nelson asked who would be moderating the presentation. Mr. Erquiaga stated that he would like Matt Morris to deliver the Governor’s strategic vision, with Steve Fisher introducing the State Plan, and also suggested that the Governor’s message be included in the ‘introductory package.’

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

Next meeting will be held on Friday, January 15th, 2015 at 10:00 a.m.

IX. 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 to speak. Kristine Nelson announced to the GW members that the current draft of the State Plan (Version 8) was posted publically on January 7th, 2016 to DETR’s home page, as part of their due diligence to solicit public comment. Public comments are then directed to her at which time the public is further encouraged to attend the meeting.

Ms. Nelson also suggested that that any changes to Version 8 be numbered as 8.1, 8.2, and so on, and GW members agreed. Hearing no further comments, the Chair closed the item and officially adjourned the meeting.

X. ADJOURNMENT – Steve Fisher

The Chair adjourned the meeting at 11:00 a.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, January 7, 2016.***

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://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 Tuesday, January 5, 2016.***

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