

**STATE OF NEVADA**  
**GOVERNOR'S WORKFORCE DEVELOPMENT BOARD**

**Thursday, October 19, 2017 – 2:00 p.m.**

**Department of Employment, Training and Rehabilitation  
500 E. Third Street – SAO Auditorium  
Carson City, NV 89713**

Alternate Location: Some members of the board may be attending the meeting and other persons may observe the meeting and provide testimony through a simultaneous videoconference conducted at the following location:

**Department of Employment, Training and Rehabilitation  
2800 E. St. Louis Avenue – #C  
Las Vegas, NV 89104**

**MINUTES OF MEETING**

- Present:** Dr. Luther Mack Jr. (Chair), Debbie Banko' Stewart "Mac" Bybee, Jo Cato, Ryan Cordia, Councilman Oscar Delgado, Dave Ellis, Steve Fisher, Cory Hunt, Larry Harvey, Todd Koch, Kristine Nelson, Horacio Lopez, Jim New, Manny Lamarre, Hannah Pence, Patrick Sheets, Bill Welch, Ann Silver, Shelley Hendren, Don Soderberg, Dr. Alan Walker, Kris Wells, Arron West, Vic Wowo
- Absent:** Dana Bennett, Jolene Dalluhn, Senator Aaron Ford, Larry Fagerhaug, Assemblyman Jason Frierson, Chad Hirschi, Commissioner Marilyn Kirkpatrick, Bill Stanley
- Also present:** Christopher Sewell (DETR), Bill Anderson (DETR Chief Economist), Christopher Robison (DETR), Denise Castle (JOIN), Grant Nielson (DETR/ESD Program Chief), Karlene Johnson (WISS/DETR), John Thurman (Nevadaworks), Milt Stewart, (Nevadaworks), Beth Wicks (Nevadaworks), Jaime Cruz (Workforce Connections), Manny Lamarre (OWINN, Governor's Office), Assemblyman Tyrone Thompson, Andres Feijoo (OWINN) and Jeanette Belz (AGC, NV Chapter)

**1. OPENING REMARKS**

**Dr. Luther Mack Jr. Chair**, called the meeting to order, welcomed participants.

**2. ROLL CALL - CONFIRMATION OF A QUORUM**

Per direction from Chair Mack, **Christopher Sewell** took roll call and confirmed the presence of a quorum.

**3. VERIFICATION OF PUBLIC NOTICE POSTING**

**Christopher Sewell** affirmed that the agenda and notice of the Governor's Workforce Development Board meeting on October 19, 2017, was posted pursuant to Nevada's Open Meeting Law, NRS 241.020.

**4. FIRST PUBLIC COMMENT(S) NOTICE**

**Chair Mack** read the notice into the record as follows: "Members of the public are invited to comment at this time; however, no action may be taken on any matters during public comment until the matter itself has been included on an agenda as an item for possible action. At my discretion, in the interest of time, public comments will be limited to three minutes per person."

**Louis Lucas** (phonetic), Apprenticeship Coordinator for the Operating Engineers Apprenticeship Program, stated that this is an exciting time, now that OWINN has taken over the apprenticeship programs from the Labor Commissioner's Office. He has served on the Local Workforce Investment Board and was just appointed by the Governor to sit on the Apprenticeship Council. The Local and State Boards have the opportunity to make significant changes in the implementation of apprenticeship programs not only in the construction field, but also nontraditional workforce, such as casinos. He expressed thanks for Manny Lamarre's leadership and guidance.

5. **\*APPROVAL OF MINUTES**

Chair Mack called for a motion to approve the August 29, 2017 draft minutes of the Board.

**It was moved by Aaron West and seconded by Ryan Cordia approve the August 29, 2017 draft minutes as presented. Shelley Hendren Abstained. Motion carried.**

6. **\*POSSIBLE ACTION – NEVADA STATE COMPLIANCE POLICY (SCP) WIOA**

Grant Nielson, ESD Program Chief provided an overview of state compliance policies approved by the GWDB Executive Committee at its September 20, 2017, meeting. SCP 1.22, 5.4, 5.7, and 5.8 were passed without change at the Executive Committee.

(A) **SCP – 1.22**

Mr. Nielson stated that Policy SCP 1.22 sets forth the policies that oversee the responsibilities for funding the infrastructure and additional cost involved in the one-stop career center system. Two suggestions were made by Workforce Connections one which was incorporated. The other involved the timing of the first agreement. The due date for completion of the MOU was negotiated to occur by November of this year.

Chair Mack called for a motion.

**It was moved by Horacio Lopez, and seconded by Debbie Banko to Ratify State Compliance Policy 1.22 Motion carried.**

(B) **SCP 5.4**

Mr. Nielson stated that Policy 5.4 is in regards to the record retention policy. Several suggestions were made by local boards. All were incorporated, except for the actual number of years. NRS requires a five-year retention period. This policy incorporates the stricter five-year retention to be consistent with the programs throughout the state.

Chair Mack called for a motion.

**It was moved by Don Soderberg and seconded by Horacio Lopez, to Ratify State Compliance Policy 5.4. Motion carried.**

(C) **SCP 5.7**

Mr. Nielson stated that Policy 5.7 communicates the roles, oversight, monitoring and technical assistance within the workforce system in Nevada. Workforce Connections had made a couple of comments; one change was made as directed. Once the policy is approved and posted to a live website, the link will be available. The policy discusses oversight requirements coming directly from federal guidance.

Chair Mack called for a motion.

**It was moved by Don Soderberg and seconded by Debbie Banko to Ratify State Compliance Policy 5.7. Motion carried.**

(D) **SCP 5.8**

Mr. Nielson stated that Policy 5.8 describes the use of Governor's reserve funding for use in special (pilot) projects within the state. This policy officially belongs to OWINN. There were several edits from OWINN on its creation.

Mr. Lamarre referred to policy and procedure, Allowable Statewide Employment and Training Activities. There are two sentences highlighted in bold. Where it currently says, "Governor's Workforce Development Board," it should say, "Credentials published by OWINN Governor's Office of Workforce Innovation." Mr. Nielson stated this could be updated through a State Compliance Policy 5.9 edit.

**Mr. Nielson** said that at the time, the Board was scheduled to approve the credentials and there was an assumption that OWINN would suggest and the Board would approve. **Mr. Lamarre** stated the sector councils, which are a function of the GWDB are authorized to approve credentials within their respective industries.

**Shelley Hendren** asked if there will be a subsequent policy that will address who can apply and when they can apply for these funds. **Mr. Nielson** replied that there will not likely be a policy. He surmised that when the funds are available, OWINN will put out an application. **Mr. Lamarre** confirmed this understanding, stating that an RFP will be issued outlining the application process.

**Chair Mack** called for a motion.

**It was moved by Aaron West and seconded by Debbie Banko to Ratify State Compliance Policy 5.8. Motion carried.**

**7. INFORMATIONAL/DISCUSSION – WORKFORCE UPDATES GOVERNOR’S OFFICE OF WORKFORCE INNOVATION (OWINN) AND 2018 MEETING SCHEDULE**

**Mr. Lamarre** presented the proposed meeting dates, including an office meeting on Friday, January 26th, which will be in the form of a Board retreat. Hours of duration for the retreat were discussed. The meeting location has not been finalized. Topics of discussion will include responses to the previously completed Board member survey.

**Mr. Lamarre** reported that the Governor recently appointed all the members on the State Apprenticeship Council. Forthcoming will be a rollout and engagement in a variety of initiatives, including reaching out to Board members regarding apprenticeships in Nevada.

**Mr. Lamarre** stated that in terms of providing support for management of the Board, **Mr. Andres Feijoo** is the new policy analyst for OWINN. **Joan Finlay** is on board as the executive assistant. Management of the Workforce Board is moving to OWINN.

**Mr. Lamarre** said that there is reentry panel, which focuses on employers hiring individuals with records. The Lieutenant Governor will provide an introduction for the upcoming forum. **Mr. Lamarre** will be distributing flyers for the event.

In addition, he reported that OWINN has started a statewide newsletter, which will acknowledge the work of the GWDB. Board members are invited to reach out with items or news they would like to share. **Chair Mack** requested to add phoning in for meetings as an upcoming training topic. **Mr. Lamarre** added that Board members may wish to visit the Governor’s main home page, [gov.nv.gov](http://gov.nv.gov), which includes a link to the OWINN home page and lists meeting information, state compliance policies and other information pertaining to the workforce boards.

**8. INFORMATIONAL ITEMS/REPORTS**

**Chair Mack** discussed a recent meeting with the Secretary of Labor and complimented **Mr. Lamarre** for his communication skills. He also requested to send a thank you letter to the Secretary of Labor for his comments.

**9. PUBLIC COMMENTS NOTICE (SECOND)**

**Chair Mack** read the statement into the record: “Members of the public are invited to comment at this time; however no action may be taken on any matters during public comment until the matter itself has been included on an agenda as an item for possible action. In my discretion, in the interest of time, public comment will be limited to three minutes per person.” He invited comments from Carson City, Las Vegas or on the telephone. There were no comments.

**10. ADJOURNMENT – The October 19, 2017 meeting was adjourned.**