

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

Friday, December 1, 2017 10:00 a.m.

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

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:

Division of Welfare and Supportive Services
701 N. Rancho Drive Training Room 5
Las Vegas, NV 897106

MINUTES OF MEETING

Present: Dennis Perea, Steve Fisher, John Thurman, Shelley Hendren, Renee Olson, Jaime Cruz, Nancy Olson and Manny Lamarre

Absent: -

Also present: -

1. **CALL TO ORDER** – *Dennis Perea or Steve Fisher, Co-Chairs of the Governance Workgroup*
2. **ROLL CALL & CONFIRMATION OF QUORUM** – *Steve Fisher*
Per direction from Chair, **Nancy Olson** took roll call and confirmed the presence of a quorum.
3. **VERIFICATION OF PUBLIC NOTICE POSTING** – *Steve Fisher*

Nancy Olson affirmed that the agenda and notice of the Governor's Workforce Development Board Governance Workgroup meeting for December 1, 2017, was posted pursuant to Nevada's Open Meeting Law, NRS 241.020.

4. **FIRST PUBLIC COMMENT(S)** – *Dennis Perea or 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.

Chair Fisher invited comments from Carson City, Las Vegas or on the telephone. There were no comments.

5. **DISCUSSION/FOR POSSIBLE ACTION: DEPARTMENT OF EDUCATION STATE PLAN REVISIONS – Nancy Olsen**

Nancy Olson, state that the Department of Education (DOE) had been made aware of a requirement to be added to the State Plan specific to Title II General Education Provisions Act (GEPA) regarding equitable access. The change is an added statement that the Plan will equitable access to those with disabilities and or English as a second language. They have not received the final details of where it should be added in the Plan. **Chair Fisher** stated the plan does state in “general” that all partners would provide that. **Ms. Olson** said the Plan does, however there must be a specific statement for GEPA. They are awaiting further guidance on what section this statement should appear in the Plan. **John Thurman**, is this system wide requirement? **Ms. Olson** said it comes from the DOE so it may not be system wide. **John Thurman**, if this is not system wide should it not just appear in the section for Title II? **Ms. Olson** said that may be the case but they are waiting for their “Policy Memo” for direction/guidance from DOE similar to Training and Employment Guidance Letter (TEGL) from the United States Department of Labor (DOL). **Dennis Perea** said this would not have to go before the Board as it falls under a technical adjustment. **Manny Lamarre** would like the Governor’s Workforce Development Board (GWDB) Executive Committee (EC) to review. **Ms. Olson** said the due date was April 1, 2018 and requested federal guidance. **Shelley Hendren** requested that item #6 be reviewed with item #5 as the Vocational Rehabilitation (VR) section of the Unified Plan must be resubmitted starting on page #191-250, as required by DOE and The Rehabilitation Services Administration (RSA) every two years. The changes must be done and updated in the portal by July 1, 2018 and sounds like it would have to go before the EC and the full GWDB. **Mr. Lamarre** wanted to know what constitutes a subsequent change for planning purposes for the board to meet the required deadlines. **Ms. Olson** said there was no federal guidance on what constituted a subsequent change. Committee agreed that the DOE changes sounded technical but the VR changes sounded very subsequent and would require the full approval process. **Ms. Olson** wanted the committee to be aware that there are significant items that will need to be updated that we did not have federal guidance on at the time of submission or have become outdated. **Ms. Hendren** stated that VR is *required* to make the changes but does the Committee really had an appetite to change the things that are not required by the Plan for 2 more years. **Ms. Olson** said only subsequent changes would be needed. **Ms. Hendren** stated that employer penetration rate and the repeat business customer rate are the measures for serving employers which are not in the Plan and asked Mr. Perea and Mr. Lamarre’s opinion if the Committee should make the changes now or wait. **Mr. Lamarre** stated that we should start updating a draft document even if it is not required then present to the board when ready.

Discussion Only. No Action was taken

6. **DISCUSSION/FOR POSSIBLE ACTION – VOCATIONAL REHABILITATION STATE PLAN REVISIONS – Shelly Hendren**

Discussion Only. No Action was taken on both

7. **DISCUSSION/FOR POSSIBLE ACTION – OVERVIEW OF WISCONSIN CREDENTIAL ATTAINMENT AND MEASURABLE SKILL GAINS STRATEGIES AND NEXT STEPS –**
Shelly Hendren

Ms. Hendren liked the Wisconsin model and is a recognized model nationally breaking out Title I or Title II if the requirements are slightly different. Ms. Hendren added that this is properly housed with the Governor's Office of Workforce Innovation (OWINN) and they would provide any of the needed resources or assistance. **Mr. Lamarre** will bring back some ideas before this Committee for review. **Mr. Thurman** added that data collection would not fall under the purview of this Committee but there needs to be something out there that governs how the data from SARA (*program developed by the Career Index (TCI) a virtual assistant software designed to contact clients/consumers via text and/or email*) is collected. **Ms. Hendren** sent out a document from the Workforce Innovations Technical Assistance Center (WNTAC) for the Committee that represents all the core programs for review. Page 1 Section 1 has a listing of discussion topics to guide the Committee in conversations regarding strategies and expectation of collection of common reporting measures. Pages 6-7 might be helpful in regards to data sharing agreements moving forward; state wage interchange system; and reasons to obtain access to federal or military employment records. **Ms. Olson** said the original workgroups might be helpful for this task. **Mr. Lamarre** stated that there are no formal working groups but he agreed we need to have full leverage and capabilities of Nevada P-20 to Workforce Research Data System (NPWR) to have a unified system. Nevada System of Higher Education (NSHE) and the Department of Employment, Training and Rehabilitation (DETR) already have data sharing agreements as well as Department of Motor Vehicles (DMV) and DETR. These agreements need to be reviewed to see if they can and should be expanded to include Title II. **Ms. Olson** requested a copy of the agreements to see if adult education can and should be included. **Mr. Perea** will provide copies to this Committee. **Ms. Hendren** wanted to know if the agreement includes the common performance measures and specifically for Title IV VR as they need the means to gather credential obtainment. **Mr. Perea** stated it is not that detailed. It was agreed that each agency head should nominate someone to be on a small informal data sharing working sometime in January. **Ms. Hendren** will send out an email in late January to this Committee for nomination for the work session and copies of the WNTAC document. **Chair Fisher** restated that there would be two informal groups 1) on credentials 2) data sharing. Every state in the agreement has to have a Performance Accountability Customer Information Agency (PACIA).

Discussion only. No Action was taken

8. **DISCUSSION/FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING DATES, TIMES, AND AGENDA ITEMS FOR FUTURE MEETINGS –**
Dennis Perea or Steve Fisher

Committee agreed no future meetings are needed at this time. Items number 5 and 6 to be placed on that future agenda. **Ms. Olson** would like to see system wide cross training on the next agenda. **Mr. Lamarre** agreed for the need for a system wide and one-stop cross training. **Ms. Olson** stated that other states have already implemented this type of training and we could use there model. **Mr. Lamarre** tasked Ms. Olson to lead the effort and collect the information for the Committee early next year.

9. **SECOND PUBLIC COMMENT(S) – *Dennis Perea or 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.

Chair Fisher invited comments from Carson City, Las Vegas or on the telephone. There were no comments.

10. **ADJOURNMENT – *Dennis Perea or Steve Fisher***

WIOA Governance Team Workgroup Members

Dennis Perea, Steve Fisher, John Thurman, Shelley Hendren,
Renee Olson, Jaime Cruz, Manny Lamarre

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