



GOVERNOR'S WORKFORCE INVESTMENT BOARD

500 E. Third Street, Room 200

Carson City, Nevada 89713

Telephone (775) 684-3911 * Fax (775) 684-3908

MEETING MINUTES

Name of Organization: Governor's Workforce Investment Board
Health Care and Medical Services Sector Council
Subcommittee Chairperson Planning Meeting

Date and Time of Meeting: **Thursday**, May 2, 2013
8:30 a.m.

Place of Meeting: Department of Employment, Training & Rehabilitation
2800 East St. Louis Avenue
Las Vegas, NV

Some members of the Council may be attending the meeting and other persons may observe the meeting and provide testimony through a simultaneous videoconference and teleconference conducted at the following location or by calling the number and access code listed below:

Department of Employment, Training & Rehabilitation
1325 Corporate Boulevard
Reno, NV

1-877-810-9415
Access Code 7521358#

Subcommittee Chairpersons Present: Lynn O'Mara, Dr. Marcia Turner, Debra Scott, Dr. John Packham, Dr. Hyla Winters.

Subcommittee Chairpersons Absent: Larry Matheis, Bill Welch.

DETR Staff Present: Earl McDowell, Derita Hopkins, Ansara Martino, Odalys Carmona, Tatjana Vokovic.

Others Present: Cloyd Phillips (Community Services Agency), Ann Lynch (GWIB Health Care and Medical Services Sector Council), Holly Balmer (NSHE), Debra Collins (Workforce Connections), Linda Yi (Workforce Connections), Brian Selig (UMC, UNLV), Timothy Wilson (Star Smiles Dentistry).

**Please note that all attendees may not be listed above.*

I. Welcome, Introductions and New Members.....Dr. Marcia Turner, Chair
GWIB Health Care and Medical Services Sector Council

Dr. Marcia Turner called the meeting to order, welcomed everyone and asked for roll to be called.

II. Roll call and Establishment of a Quorum Linda Yi, Project Director
GWIB Health Care and Medical Services Sector Council

Linda Yi called roll and informed the Chair that a quorum was present.

III. Verification of Posting.....Linda Yi

Linda Yi verified that the agenda for this meeting was posted according to NRS 241.020.

IV. **First Public Comment Session**Dr. Marcia Turner
Members of the public will be invited to speak before; however, no action may be taken on a matter during public comment until the matter itself has been included on an agenda as an item for possible action. Public comment may be limited to three minutes per person at the discretion of the chairperson.

When Dr. Turner announced the First Public Comment Session and invited the public to speak, no comments were made. Hearing none, she turned to Agenda Item V.

V. **For Possible Action** – Approval of the March 7, 2013 Meeting MinutesDr. Marcia Turner

Dr. Turner asked if the Subcommittee Chairpersons received the March 7, 2013 Meeting Minutes and reviewed them. All agreed they had. She asked for a motion to approve the minutes. The motion was made by Debra Scott and seconded by Dr. John Packham. None were opposed. The motion carried unanimously.

VI. **For Possible Action** – Discussion on the Status of Individual Subcommittee Strategic Plans Including TimelinesDr. Marcia Turner

- Education/Training Subcommittee.....Dr. Hyla Winters, Chair
- Data/Evaluation/Research Subcommittee.....Dr. John Packham, Chair
- Economic Development Subcommittee.....Mr. Bill Welch, Chair
- Legislative/Regulation/Policy Subcommittee.....Mr. Larry Matheis, Chair
- Grants and Resources Subcommittee.....Ms. Lynn O’Mara, Chair

Dr. Turner invited the Vice-Chair of the GWIB Health Care and Medical Services Sector Council, Debra Scott, to brief the Subcommittee Chairpersons on the development of the Council’s 2013 Strategic Plan. Ms. Scott reminded them that Council’s 2013-2014 Layered Strategic Plan was approved at the last full council meeting and informed them the plan will be submitted to the GWIB. The GWIB Health Care and Medical Services Sector Council Subcommittees will have a more detailed version of the plan showing each of the deliverables the Subcommittees developed for their Objectives and the members that volunteered for those deliverables (as champions for that specific outcome). In December 2013, each Subcommittee, perhaps in the form of a summary or white paper, will report on what they have accomplished towards their Objectives’ deliverables.

Ms. Scott informed the Subcommittee Chairpersons that she has received the Objectives, anticipated timelines for completion and measurable outcomes from the Data/Evaluation/Research Subcommittee, and is looking forward to reviewing the others. She said the next goal in the development of the plan is to outline the Subcommittee timelines for progress and outcomes, and she indicated a deadline date that she would like the information by. A discussion ensued amongst the Subcommittee Chairpersons. It was decided that the timelines and assignments that will be listed in each Subcommittee’s Progress and

Outcomes section of the strategic plan will be an internal document because they determined that the GWIB does not require that level of detail at this point in time; however, the Council will have it available to report on at the quarterly meetings of the GWIB.

Dr. Hyla Winters joined the meeting at this juncture.

Debra Scott asked DETR Workforce Solutions Unit Deputy Administrator Earl McDowell when DETR's 2013 GWIB Industry Sector Council Summit will be held. Mr. McDowell stated that it will be held on Wednesday, July 17, 2013 and provided a brief overview of the Summit's purpose, as well as the expected attendees, planned speakers and activities.

Next, Dr. Turner asked for a short update from the Chairs on their Subcommittees. Reports were heard from Lynn O'Mara, Dr. John Packham and Dr. Hyla Winters.

VIII. **For Possible Action** – General Discussion Regarding Subcommittee Administration and Full Sector Council Initiatives.....Dr. Marcia Turner

Dr. Turner announced that the format of meeting minutes recently adopted by DETR for the GWIB Industry Sector Councils utilizing a verbatim transcript will no longer be used. Meeting minutes will now consist of summaries of the principle points that were discussed, the decisions made and the actions taken.

X. **Discussion** – New Business and Future Agenda ItemsDr. Marcia Turner

There was no new business or future agenda items suggested to Dr. Turner.

XI. Next meeting will be held on Thursday, August 8, 2013 at 8:30 a.m.....Dr. Marcia Turner

The next Subcommittee Chairperson Planning Meeting is scheduled to be held on Thursday, August 8, 2013 at 8:30 a.m.

XII. **Second Public Comment Session**Dr. Marcia Turner

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier; however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name. Public comment may be limited to three minutes per person at the discretion of the chairperson.

Dr. Turner announced the Second Public Comment Session and invited members of the public to speak. Sherrell Banks, of dentist Dr. Wilson's office, introduced herself and stated that her employer's office will probably be the first office in Nevada in which the entire office is certified by July 21, 2013 for dental assisting. They have a tremendous amount of interns going through their office from various training programs before they begin secondary higher education opportunities. They have a lot of variations from the different training programs the students completed. Retraining/additional training of the students is needed to bringing them up to par. Dr. Turner suggested Ms. Banks speak with Dr. Hyla Winters to further inform the HC&MS Council about the education and training issues that Ms. Banks' employer is experiencing and would like to address, and Dr. Turner suggested Ms. Banks speak with Dr. John Packham to further inform him on the data he should be aware of on the workforce shortage issues. Dr. Turner also invited Ms. Banks to attend those Subcommittee meetings.

Dr. Timothy Wilson introduced himself and gave a brief overview of his area of dental practice, which he said is pediatric dentistry. He further elaborated on the issues that Ms. Banks discussed and discussed his workforce development needs. He stated he also provides internships to help students become accustomed to the practice of dentistry. Dr. Turner extended an invitation to Dr. Wilson to attend the Education/Training and Data/Evaluation/Research Subcommittee meetings, as well as the full GWIB HC&MS Sector Council Meeting that will begin today following this meeting at 9:30 am, so that Dr. Wilson can share his experience, comments and workforce development concerns with them.

Hearing no additional comments, Dr. Turner turned to Agenda Item XIII.

XIII. AdjournmentDr. Marcia Turner

Upon closing the Second Public Comment Session, Dr. Turner adjourned the meeting.

Agenda items may be taken out of order, combined for consideration by the public body, and/or pulled 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.

GOVERNOR’S WORKFORCE INVESTMENT BOARD
HEALTH CARE AND MEDICAL SERVICES SECTOR COUNCIL
SUBCOMMITTEE CHAIRPERSON PLANNING MEETING

Dr. Marcia Turner, Debra Scott, Lynn O’Mara, Larry Matheis, Dr. John Packham, Bill Welch, Dr. Hyla Winters

Notice: *Persons with disabilities who require special accommodations or assistance at the meeting should notify Derita Hopkins, DETR, Workforce Solutions Unit, between the hours of 8:00 a.m. through 5:00 p.m., in writing at 2800 E. St. Louis., Las Vegas, Nevada 89104; or call (702) 486-0523; or fax (702) 486-6426 on or before the close of business Wednesday, May 1, 2013.*

Notice of this meeting was posted at the following locations on or before 9:00 a.m. on the third working day before the meeting: 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, 119 Water St., 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, 1675 E. Prater Way, Suite 103, 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, 7251 W. Lake Mead Blvd., Las Vegas, NV. This agenda was also posted on DETR’s Web site at www.nvdetr.org. In addition, the agenda was mailed or e-mailed to groups and individuals as requested.