

STATE OF NEVADA

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GOVERNOR



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CHAIR
GOVERNOR'S WORKFORCE DEVELOPMENT BOARD

STEVE FISHER
CHAIR
GOVERNOR'S WORKFORCE DEVELOPMENT BOARD
WIOA TEAM WORKGROUP

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) GOVERNANCE TEAM WORKGROUP

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MEETING MINUTES

Governor's Workforce Development Board
Workforce Innovation and Opportunity Act (WIOA)
Governance Team Workgroup Meeting
Friday, May 20, 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

GW Members Present: Dennis Perea, Steve Fisher, Michael Raponi, John Thurman, Shelley Hendren, Ardell Galbreth, Matt Morris

GW Members Absent: Renee Olson (excused)

Others Present: Kristine Nelson, Mae Worthey

1. CALL TO ORDER –*Steve Fisher, Co-Chairs of the Governance Workgroup*

Called to order at 10:05 a.m.

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

Roll was called and a quorum was established.

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

Ms. Peterson affirmed that the notice and agenda for the GWDB Governance Workgroup Team Meeting of May 20, 2016 was posted in accordance with NRS 241.020.

4. **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.

Chair Fisher announced the First Public Comment Session and invited members of the public to speak. **Steven Fitzgerald** commented that he was in attendance at this meeting to find out why he could not participate in the Workforce Investment Act. He stated that he was qualified for state vocational rehabilitation services and has tried to get some training from a provider, but was told that a prior authorization had not been obtained.

He went on to state that he had attended classes at the Las Vegas Professional Institute of Technology, which had been paid in full, but was unable to receive certification for the classes he had attended. He added that which he felt was an unqualified training provider. He stated that he had requested assistance from both Ardell Galbreth at Workforce Connections and a vocational rehabilitation counselor but has received no response to his complaints, and felt that his inquiries were being ignored.

Mr. Fisher asked him to provide his contact information to enable someone to respond to his complaints. Dennis Perea offered to reach out to Mr. Fitzgerald if this was acceptable to him. Mr. Fisher then thanked Mr. Fitzgerald, and hearing no further comments, closed the First Public Comment Session.

5. **DISCUSSION/FOR POSSIBLE ACTION:** APPROVAL OF MINUTES: GW meeting held on April 8, 2016 - *Steve Fisher*

Ms. Peterson commented that as they had experienced teleconferencing difficulty and a quorum was not met, there were no minutes for the previous meeting. The Chair then moved to the next agenda item.

6. **DISCUSSION/FOR POSSIBLE ACTION:** STATE PLAN VERSION 9 REVISION REVIEWS – *Steve Fisher*

Mr. Fisher stated that they received comments from the Department of Labor asking for revisions to specific areas of the state plan that had been submitted. That request was sent to the team, and these requested revisions have now been updated the plan in the DOL portal (he referred to this as the *DOL portal version*). They have also updated those same revisions into the *state plan version* (plus some additional changes that we, the state, have made to the plan). This second version has not been submitted, as it has not been requested from the DOL, and he assumed that they will receive additional feedback in future.

Mae Worthey affirmed Mr. Fisher's comments, and explained that the document forwarded by Mr. Fisher shows the 'cut and paste' of the old document with all the requested revisions which have been entered into the portal. She noted that, in the interest of time, she submitted the revision responses she received into the portal as an addendum to the original version, unless she had received specific guidance on where a revision was to be placed.

Mae Worthey also confirmed that **Version 8.3** of the state plan was submitted to the Department of Labor (to meet their deadline). Revisions requested by the DOL were made and Kris Nelson downloaded a portal version representative of most recent DOL version of the plan. She went on to explain that they are currently up to **Version 9.4**, which has the track changes made as a result of their meeting discussions in the last couple of months, as well as changes she made to ensure that the state publication draft is up to date.

Mike Raponi commented that Brad Deeds and Ken Zutter also uploaded clarifications to Title II in the portal and asked if any approval was needed on behalf of the state plan. Mr. Fisher questioned if they had been given access to the portal.

Dennis Perea commented that DOL started giving permission to other (partners) aside from Mae Worthey and Kris Nelson to enter the portal indirectly, which was not realized until after the fact. After becoming aware of the issue, Ms. Nelson viewed the wide range of changes that had been made with no written notice of the request being received by DETR, as the act requires. He went on to comment that the history of how the DOL has handled the portal has been confusing. However, since the concept is that the plan is a 'living document' he suggested that they work off of a document, make revisions in their established process through the GWDB (outside of the federal structure), and resubmit when they have more of a final product.

Mr. Fisher agreed that this would simplify and delineate the document version from the one they already submitted. Mr. Perea likened this to figuratively 'drawing a line in the sand' now that the portal is closed. The documents that they submit from now on will be planned for resubmission at a later date.

Matt Morris commented to Ms. Peterson that he joined the meeting as the discussion of this item began. He stated that the agenda for the upcoming Executive Committee will take place on Tuesday, May 24, 2016 shows a discussion of the state plan. He stressed the need to make sure that they have a firm grasp on the status of the plan when it is presented to that committee.

Mae Worthey reiterated that the document Mr. Fisher sent out in advance of this meeting represented all the changes made to the plan (including the changes made by Ken Zutter and Brad Deeds). Mr. Perea added that they may need to confirm that RSA/DOE has not granted more recent access for changes.

Kris Nelson commented that received a collaborative email from RSA (cc'd to DOL), explaining that they allowed changes to be made and placed in the portal without having them going through an approval process. She also clarified that the agenda item on the state plan review for the Executive Committee is for discussion only and no action can be taken.

Mike Raponi rejoined the meeting at this juncture, and asked to clarify his earlier comment. He stated that Ken Zutter and Brad Deeds did not enter the portal, although they were granted access by DOL. They had instead submitted their revisions to Kris Nelson and Mae Worthey.

Discussion ensued amongst GW members regarding the timeline for the next version of the plan. Members agreed to wait to review and/or make any major recommendations/revisions to the plan until after the DOL regulations are released (expected by the end of June), during the two year *modification phase*.

GW members agreed to meet next on June 17th, to determine their next actions on the state plan revisions.

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

Steve Fisher stated the next meeting will be held on Friday, June 17, 2016 at 10:00 a.m.

8. **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.

No comments were made.

9. **ADJOURNMENT** – *Steve Fisher*

Meeting was adjourned at 11:01 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, May 19, 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 Friday, May 20, 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