

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, August 5, 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, Brad Deeds (proxy for Michael Raponi), Steve Fisher, John Thurman, Lynda Parven (proxy for Renee Olson), Manny Lamarre, Melaine Mason (proxy for Shelley Hendren), Ardell Galbreth, Matt Morris

GW Members Absent: Michael Raponi (excused), Renee Olson (excused), Shelley Hendren (excused)

Others Present: Grant Nielson (DETR), Jaime Cruz (Workforce Connections), KD Nyegaard (ERISS), Mae Worthey (DETR)

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

Chair Fisher called the meeting to order at 10:00 a.m.

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

Ms. Peterson called roll and confirmed that a quorum was present.

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

Ms. Peterson affirmed that the meeting for this GWDB WIOA Governance Team Workgroup Meeting of August 5, 2016 was posted in accordance with Nevada's Open Meeting Law pursuant to 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 announced the First Public Comment Session and invited members of the public to speak. Hearing no comments, he closed this comment session and proceeded to the next agenda item.

5. **FOR POSSIBLE ACTION: APPROVAL OF MINUTES:** GW meeting held on July 22, 2016 - *Steve Fisher*

Chair Fisher asked for approval of the July 22, 2016 meeting minutes. A motion was made by Ardell Galbreth. John Thurman seconded the motion. As Steve Fisher, Brad Deeds, Melaine Mason, and Dennis Perea had not been present at the previous meeting, they abstained from the vote. Ken Zutter commented that he was present at the previous meeting, although he is not acting as a proxy in this meeting. All others voted in favor and the motion carried with a majority vote.

6. **DISCUSSION** – FURTHER DISCUSSION OF SARA, A VIRTUAL ASSISTANT SOFTWARE THAT WAS DESIGNED TO COLLECT DATA FOR THE COMMON PERFORMANCE MEASURES IN THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) – *Shelley Hendren*

Chair Fisher asked for comments/information about the possible integration/implementation of the SARA software.

Melaine Mason commented that Shelley Hendren had wanted to request the contact information for an individual in each agency who could be contacted to work on this project. Ms. Mason further explained that this would be an individual who will be able to help with the business process/implementation. Once Ms. Hendren receives the needed contact information, she will forward it to Mr. Nyegaard.

Ken Zutter commented that he met with Mr. Nyegaard to discuss Title II implementation, and Mr. Nyegaard indicated that he has spoken with some IT people, and his next steps may be to determine the scope of the project, (whether urban or rural), but he did indicate that it looked favorable for Nevada to get this contract.

Dennis Perea stated that SARA has been examined by IT from a VR perspective (not Wagner/Peyser) and it did not appear that its implementation would be too large of an integration for VR. However, he stressed the importance of considering the long-term goals/obligations and that they make business decisions as a group, in order to reduce costs as much as possible.

Chair Fisher agreed that costs for integration seemed minimal, based on their discussions with K.D. Nyegaard.

John Thurman questioned if there was a formal application process/deadline to act on behalf of Nevada, and Melaine Mason commented that she would bring that question back to Shelley Hendren for further discussion in the next meeting.

Chair Fisher suggested that it may be appropriate to include a representative from EITS in connection with the possible implementation of SARA in their continued discussion, and will keep this item on the agenda for the next meeting.

7. **DISCUSSION/FOR POSSIBLE ACTION: ONE STOP MEMBORANDUMS OF UNDERSTANDING (MOUS) DRAFT REVIEW – *Steve Fisher***

Dennis Perea asked Ardell Galbreth (through the Chair) asked about the MOUS being one document and the Resource Sharing Agreement being a separate document, and this draft is combined, and noted it may be considered as a separate negotiation or slow down the process, noting that they want to get these in place as quickly as possible.

Ardell Galbreth stated that at one time they did have these documents separated, but he did not feel that this it is of any concern either way.

Discussion ensued amongst the workgroup members about the MOU draft language. **Chair Fisher** reiterated their conclusion that they will work through Mike Raponi. Core partners will submit their required changes/comments to the two MOUS's for incorporation by the following Friday, August 12, 2016, and their comments will be reviewed at the next Governance Workgroup meeting. Once reviewed by the GW, the documents can then will be forwarded to the respective deputy attorneys general for their legal review.

Kristine Nelson asked if this local plans must coincide with one another. John Thurman and Ardell Galbreth both agreed that the MOU's do not have to be submitted simultaneously.

8. **DISCUSSION/FOR POSSIBLE ACTION - REVIEW OF THE LOCAL WORKFORCE BOARDS SERVICE AREAS AS COMPARED TO LOCAL REGIONAL DEVELOPMENT AUTHORITIES – *Steve Fisher***

Dennis Perea commented that this topic came up in recent conversations in connection with the creation of the OWINN office (Office of Workforce Innovation), the Governor's office had asked the question of how the local areas were created the last time (organized according to north/south or if it pertained to economic development and whether it met those needs). Mr. Perea further asked if needed to hire a subject matter consultant to look at the workforce system to see if they were organized correctly or the communities would be better served by a different model; however, these conversations have been very preliminary.

Ardell Galbreth stated that they have been looking at economic development emphasis in southern Nevada and noted LVGEA (Las Vegas Global Economic Alliance) has a good economic development purview but only covers Clark County and the surrounding metropolitan areas, and does not stretch out into the rural areas. He added, however, they only have taken a quick look, and it does appear that Esmeralda and Nye County have their own economic development agency/entities. He asked Manny Lamarre if they should examine how the regional economic development workforce agencies should be aligned to support economic development.

Manny Lamarre stated that due to teleconferencing difficulty, he was unable to understand his comment was unable to give a specific response to Mr. Galbreth's question.

Dennis Perea commented that he would be willing to work with OWINN in conjunction with Manny Lamarre to develop an RFP for a possible subject matter consultant to review the local areas for recommendations on how they can better way to serve the community.

9. **DISCUSSION/FOR POSSIBLE ACTION – EVALUATION CRITERIA OVER ONE-STOP SHOPS – Steve Fisher**

Dennis Perea commented that he believed that two parts are being considered: 1) Compliance with the WIOA Act, and 2) having real evaluation criteria that can go before the Governor’s Workforce Development Board to provide a firm assurance that all is functioning at the highest level.

Chair Fisher suggested that the core programs send in their ideas for evaluation criteria by next Friday to Kris Nelson, for further discussion at the next GW meeting.

10. **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, August 19, 2016 at 10:00 a.m.

Suggestions for agenda items included:

- Further discussion of SARA
- Discussion/for possible action – One Stop MOU’s Draft Review
- Review of the local boards service areas
- Discussion of Evaluation Criteria over One-Stop shops

11. **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 of the public to speak. No comments were made. Hearing none, the Chair adjourned the meeting.

12. **ADJOURNMENT – Steve Fisher**

Meeting was adjourned 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, August 4, 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, August 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, Manny Lamarre