

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

**Thursday, January 19, 2017 – 11:00 a.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:** Manny Lamarre (Chair/Delegate), Debbie Banko, Dana Bennett, Stewart “Mac” Bybee, Jo Cato, Ryan Cordia, Jolene Dalluhn, Councilman Oscar Delgado, Dave Ellis, Larry Fagerhaug, Steve Fisher, Senator Aaron Ford, Shelley Hendren, Cory Hunt, Horacio Lopez, Hannah Pence, Commissioner Marilyn Kirkpatrick, Patrick Sheets, Bill Stanley, Don Soderberg, Bill Welch, Arron West, Vick Wowo, and Kris Wells
- Absent:** Dr. Luther Mack, Todd Koch, Jim New, Alan Walker, and Larry Harvey
- Also present:** Christopher Sewell (DETR), Lynn Castro (DETR), Renee Olson (EDS/DETR) Kristine Nelson (NDE), Nancy Olson (NDE) Grant Nielson (DETR/ESD Program Chief), Karlene Johnson (WISS/DETR), John Thurman (Nevada Works), Milt Stewart, (Nevadaworks), Beth Wicks (Nevadaworks), Christopher Robinson (DETR/R&A), Ardell Galbreth (Workforce Connections) and Jaime Cruz (Workforce Connections) DeAndrea Ceccarell (CSA), and Bob Potts (GOED)

**1. OPENING REMARKS**

**Manny Lamarre Chair – Delegate**, called the meeting to order, welcomed participants and new members and made announcements. He announced that he received notification today that the United States Department of Labor has accepted the State Plan.

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

Per direction from Chair Lamarre, **Lynn Castro** took roll call and confirmed the presence of a quorum.

**3. VERIFICATION OF PUBLIC NOTICE POSTING**

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

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

**Chair Lamarre** 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.”

**Chair Lamarre** invited comments from Carson City, Las Vegas or via telephone.

**Stephen Cowen** participating by phone from Las Vegas, requested continued investment and development of jobs suitable for persons with disabilities.

**Commissioner Marilyn Kirkpatrick** commented that this Board has been working on the re-entry side of the workforce. The Latin Chamber is working with DETR and the Equal Rights Commission to host an open job fair tomorrow morning from 9 a.m. to 11 a.m. At 10 a.m. there will be a panel discussion on re-entry and benefits for employers. It is hoped that this will be a series of events held in collaboration with state, local and business sectors. The event will also host approximately 30 high school and college students, who will be encouraged to participate in the discussion.

**Bill Stanley** stated that Southern Nevada Building Trades is working with the Nevada Department of Corrections and High Desert Institute. They are in the process of instituting the Apprenticeship Readiness Program, including welding, operating engineers and others. They are working with College of Southern Nevada for implementation of the program.

5. **\*APPROVAL OF MINUTES**

**Mr. Lamarre** called for a motion to approve the October 20, 2016 draft minutes of the Board.

**It was moved by Horacio Lopez and seconded by Marilyn Kirkpatrick to approve the October 20, 2016 draft minutes as submitted. Senator Ford and Ryan Cordia abstained from the vote. Motion carried.**

6. **\*FOR POSSIBLE ACTION – STATE COMPLIANCE POLICIES (SCP) – RATIFICATION OF THE FOLLOWING SIX (6) STATE COMPLIANCE POLICIES:**

**Grant Nielson, ESD Program Chief** provided an overview of state compliance policies approved by the GWDB Executive Committee at its 11/14/16 meeting.

a. **SCP – 1.2**

**Mr. Nielson** stated that Policy 1.2 communicates the policy for determining local plan requirements. It provides guidance to local areas on how and when to create the local plans in coordination with the State Plan. The only State imposed requirements were mechanics and timings of submission. The rest of the policy comes directly from federal guidance.

b. **SCP – 1.7**

**Mr. Nielson** stated that Policy 1.7 provides guidelines on how to determine the priority of service for different groups under the WIOA adult program. It provides guidance to local areas and providers on how to determine eligibility for those who have priority of service.

**Patrick Sheets** asked for clarification on whether there was input from the State in SCP 1.7 that made it more restrictive than the WIOA wording. **Mr. Nielson** stated there SCP 1.7 consists of only federal language; no state guidance is included.

c. **SCP 1.15**

**Mr. Nielson** stated that Policy 1.15 provides policies and guidance to local areas relating to providing training services to adults and dislocated workers. The only State imposed requirements on top of the federal ones is regarding the documentation in the MIS and how it is performed.

On page 5 of 7 under supportive service prohibitions, there is direction to lower areas regarding the payment of any type of legal fees for participants. There is a prohibition to paying for real or personal property that bears title. Because federal statute sets limits for travel, foreign training has been added to the prohibition.

d. **SCP 1.21**

**Mr. Nielson** stated that the only state imposed requirements for Policy 1.21 are the requirements that local areas and providers have for documenting certain activities. An explanatory note and cross references were added at the request of local boards.

**e. SCP 2.5**

**Mr. Nielson** stated that Policy 2.5 is the Youth Program counterpart to the policy regarding supportive services, needs related payments and incentive payments. It follows a similar path as under the supportive services section for adult and dislocated workers, and includes the same State imposed requirements and prohibitions as the adult version.

**f. SCP 2.6**

**Mr. Nielson** stated that Policy 2.6 is again, the youth counterpart to work experience, work-based training services, internship, pre-apprenticeship, registered apprenticeship and on the job training activities. It primarily mirrors the changes made to the federal adult dislocated worker policies.

**Don Soderberg** stated that on October 18, 2016 Milt Stewart of NevadaWorks submitted a public comment regarding Policies 1.21 and 2.6 and asked for an explanation. **Mr. Nielson** replied that the comment sought clarification on the eligible training provider list to be utilized. Language to clarify this issue was included in Policies 2.6 and 1.21. Under Policy 2.6 on page 311, under registered apprenticeships, it states, "Registered apprenticeships automatically qualify to be on the State's eligible training provider list." The same clarification was added for Policy 1.21.

**It was moved by Mr. Soderberg and seconded by Ms. Cato to ratify as submitted SCP 1.2., 1.7, 1.15, 1.21, 2.5, and 2.6. Motion carried.**

7. **FOR INFORMATIONAL/DISCUSSION – DETR's Director Updates:** Construction workforce briefing was tabled.

**Mr. Soderberg** explained that the presenters require more time to prepare a presentation inclusive of all the activity currently taking place.

8. **INFORMATIONAL/DISCUSSION - OWINN Updates:** Industry Sector Councils briefing

**Mr. Lamarre** stated that this agenda item refers to a recently published report. The Industry Sector Councils consist of eight in-demand and backbone industries of the State. In March, Governor Sandoval reauthorized the Industry Sector Councils, which include employers, labor and education representatives. The Industry Sector Councils fall under the GWDB. OWINN supports the function and leadership within the Industry Sector Councils and manages the Workforce Development Board. The purpose of the Industry Sector Councils is to provide insight around in-demand occupation skills, education and training needs. Leveraging labor market data, employer input and engaging educational stakeholders and labor is strategy being utilized to create a skilled, diverse and aligned workforce in the State. The approach aims for more collaboration and combining of processes.

OWINN has partnered with the Governor's Office of Economic Development. Mr. Lamarre works closely with Bob Potts (GOED) on the data side of this process. He works with DETR to piece the data together. From July to December, there were two rounds of Sector Council meetings. The data is presented to Sector Council members, which is vetted via labor market data and on-the-ground experience. Stakeholders convene together. In December, they voted on top in-demand occupations for the State of Nevada. There may be occupations that fall outside of these sectors relevant to institutions or training organizations. To be successful in diversifying the economy and providing Nevadans with appropriate training, they must be more strategic and intentional in leveraging labor market data.

It would be wise to ensure that as training is provided, individuals are receiving on-the-job training married with the educational component. National and regional data is conclusive in that emerging jobs will require some form of education beyond high school, but not necessarily a four-year education. These are termed middle-skill jobs.

**Ms. Kirkpatrick** asked for a refresher on what the Sector Councils are, for the benefit of the new members present. **Mr. Lamarre** identified the eight sectors:

- Aerospace & Defense
- Construction
- Information Technology
- Health Care & Medical Services
- Manufacturing and Logistics
- Mining & Materials
- Natural Resources
- Tourism, Gaming & Entertainment

**Ms. Kirkpatrick** asked how certifications will be measured. **Mr. Lamarre** stated that part of leveraging market data includes identification of aligned credentials to high demand occupations. Regional and national data is consistent. Approximately 50 percent of jobs being created are middle-skill jobs, 25 percent low skill and 20-25 percent high skill. He noted that a five-week survey was recently conducted on this issue. The goal was to discover what young adults view as barriers to employment. One key finding included the fact that young adults see the most significant barrier to employment as a four-year education. However, most jobs currently being created are middle-skill jobs, requiring more than high school but less than a four-year education. This shows a significant disconnect between what students believe they need to be successful and current labor market conditions.

**Senator Aaron Ford** commented that only a small percentage of occupations require education beyond a Master's Degree. There should be outreach efforts to publicize the fact that middle-skill jobs are in high demand. **Mr. Lamarre** confirmed that stakeholder outreach is planned. **Senator Ford** suggested that this include direct communication to Nevada citizens relative to employment growth opportunities.

**Ms. Kirkpatrick** noted that agriculture falls under a couple different sector councils. **Mr. Lamarre** stated that agriculture will be reflected in Natural Resources to some extent.

**Mr. Soderberg** congratulated **Mr. Lamarre** on the depth of the report as well as its wide distribution.

**Senator Ford** inquired as to who is responsible in State government to help individuals with entrepreneurial endeavors. **Mr. Soderberg** stated that he was uncertain whether this is within the purview of this Board. The Department of Business and Industry offers programs in this area. There has been much effort recently toward the WIOA requirements, however, once this is accomplished, "the sky is the limit," in terms of directing workforce in the State. **Ms. Kirkpatrick** stated that there was a discussion early on through the Executive Board. The Clark County School Board has talked about career and tech schools specific to entrepreneurial work. In addition, some individuals going through the reentry process are starting their own businesses. **Horacio Lopez** cited an agency called the Procurement Outreach Office, which provides supportive services in relation to creating and expanding business enterprise. **Another speaker** added that there is an entrepreneurial unit within CTAC.

**Mr. Sheets** stated that it would be helpful to see a matrix illustrating where WIOA dollars are currently being spent, who is in charge of these funds and what the process is. **Mr. Lamarre** said that OWINN has formerly expressed an intent to do this. There will also be work with K-12 and higher education to create a vetted list of industry recognized credentials.

**Shelley Hendren** asked about flow of information. **Mr. Lamarre** explained that prior to the report, there is a series of public meetings via online, social media and Sector specific meetings. The information is vetted and then released. Board Members are welcome to provide suggestions on other ways to disseminate information.

**Mr. Sheets** stressed the importance of knowing what type of training the one-stops are providing, what it costs and how it relates to high demand occupations. In addition, it is important not to create infrastructure that parallels what already exists.

**9. INFORMATIONAL/DISCUSSION - DETR's Workforce Investment Support Services Updates:**

Entrepreneurship, Work Experience (WEX), On-the-Job-Training (OJT) and apprenticeship briefing.

**Mr. Nielson** introduced Karlene Johnson, WIOA Program Coordinator. **Ms. Johnson** stated that the September 9 Executive Committee meeting included significant discussion on the approved policies and programming aspects that were not clear. The work-based training initiative was emphasized in the 2014 WIOA. Work-based training includes apprenticeship programs, on-the-job training, work experience and transitional jobs. The apprenticeship program is specified by industry. It must include the following: Involve skills that are customarily learned in a practical way, structured systematically, on-the-job supervised learning, be clearly identified and commonly recognized in the industry, involve progressive achievements of different levels of skills and knowledge in accordance with an industry standards. There must be at least 2,000 hours of on-the-job training obtained. Also requires related instruction for supplementation.

Apprenticeship programs in Nevada are supervised by the State Apprenticeship Council. Members are appointed by the State Labor Commission. This includes three representatives from the employer's side, the employee's side and one member of the public. More than 80 programs are registered with the Labor Commission, sponsored by business, labor joint apprenticeships and governmental agencies. All registered apprenticeship programs through WIOA are not automatically put onto the Eligible Training Provider List (ETPL). The ETPL is established by each one of the boards in reviewing the applications and ensuring they have industry recognized credentials and have been post-secondary accredited.

OJT is a piece of the apprenticeship program, but can also be a standalone WIOA program. Training is provided by an employer for an employee. Training provides knowledge and skills essentially for the full and adequate performance of the job through a program that normally provides reimbursement up to 50 percent of the individual's salary. It is limited in duration. Limits are set by the Board and the case manager working with the individual. Through June 30<sup>th</sup>, 2016, 288 OJTs were funded through the WIOA Program.

Customized Training is designed to meet a special requirement of an employer or a group of employers. For example, a group of manufacturers may get together and commit to employing individuals upon their successful completion of a particular training. The manufacturing companies will pay a portion of the specialized training. Customized training is eligible under WIOA and is for individuals within the company or coming into the company who are not earning a self-sufficient wage. The training is related to new technology or new production and must represent an upgrade in training and skills for the individual.

Incumbent Worker training applies to people already employed with an employer within the State of Nevada for at least six months. There is a component within the company that is lacking and further employee training will increase their competitiveness to remain in business or increase their profits. The company will apply to the local Boards, who will determine whether or not funding will be offered. In these cases, employees may be saved from a possible layoff situation.

Work Experience (WEX) is typically for the youth population, but can be utilized for adults. It must be a planned, structured learning experience that takes place for a limited period of time. It may be a paid or unpaid internship for private, for-profit, nonprofit and public sectors. Local Boards use work experience for claims of limited or non-exposure to the labor market.

Transitional Jobs is a new program in WIOA. It is similar to Work Experience, however the program is designed for individuals with more barriers, including chronic unemployment and inconsistent work history. It is a requirement that up to ten percent of the combined allocations of adult and dislocated worker monies can be used in the local area for this.

WIOA requires that entrepreneurial training be made available both to the adult and youth populations. Training involves skills on how to start and operate a business, financing, budgeting, marketing and any other required functions. There would be referral to other agencies that operate this type of business, such as the Small Business Administration. Each local board has a representative.

**Senator Ford** inquired asked whether WIOA funds are allocated toward the categories discussed. **Ms. Johnson** stated that a specified amount of WIOA dollars must be used for Sector Councils.

**Jo Cato** noted that for the WEX program, of the 52 individuals cited, only eight moved on to unsubsidized employment. She asked what follow-up is performed for the other individuals who do not move on to unsubsidized employment. **Ms. Johnson** deferred to Ardell Galbreth and Jaime Cruz (Workforce Connections). **Mr. Cruz** replied that WIOA participants are tracked for an extended period of time, up to a year or longer. Their cases remain open and case managers continue to assist the individual by connecting them with other resources, training or other potential employers. **Ms. Kirkpatrick** asked whether a list of such individuals is maintained. **Mr. Cruz** explained that the data is contained within the system, however, the data would have to be assembled into a reportable version. **Ms. Kirkpatrick** commented that leaving this important information out of regular reports means that the full success story is not being told.

**Mr. Stanley** referred to apprenticeship participation. The report indicates that currently 14 apprentices are co-enrolled as WIOA participants. He asked for clarification that this is 14 out of 3,152 or whether it means that 14 actual apprenticeship programs are enrolled. **Ms. Johnson** explained that this statistic reflects that 14 individual apprentices have come through the WIOA Program. Many individuals do not know about WIOA and go through the apprenticeship program directly. As a whole, the State has quite a large volume, but only 14 individuals have come into the office and have been appropriate candidates and have tested successfully to participate in the apprenticeship program. **Mr. Nielson** added that the WIOA Program is just one door to the apprenticeship programs that are available in the State of Nevada. There is work do be done on the marketing aspect of disseminating this information.

**Ms. Johnson** also clarified that WEX is not a guarantee of employment. It is just an avenue to gain soft skills, work experience and other training that they could not obtain without going into an employment setting. Therefore, an employer is not required to hire them at the end of the training experience.

**Mr. Stanley** summarized that there are over 80 programs registered with the Labor Commissioner in Nevada for apprenticeship. There are currently 3,152 participants in these programs. Out of these 80 programs, 14 apprenticeships received some type of WIOA dollar support. **Ms. Johnson** confirmed this.

**Ms. Hendren** asked for clarification for new members regarding the funding source referred to when discussing, "WIOA" money, particular whether this was Title I, Title III funds or both? Ms. Johnson replied that the funding source is Title I.

**Mr. Lopez** asked about coordination efforts with UNR. **John Thurman (Nevada Works)** stated that there is informal coordination with UNR and community colleges in Northern Nevada. Contact includes determining what the institutions are able to provide and the needs of the individuals accessing the system.

#### 10. INFORMATIONAL ITEMS/REPORTS

- a. DETR Research and Analysis Bureau's Economic updates
- b. Nevadaworks -- Northern LWDB's quarterly report and updates
- c. Workforce Connections -- Southern LWDB's quarterly report and updates
- d. DETR's Financial Management – WIOA Analysis of Expenditures

**Mr. Lamarre** stated that there would be no formal presentation for Agenda Item 10, but invited questions or comments.

#### 11. PUBLIC COMMENTS NOTICE (SECOND)

**Chair Lamarre** 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.

**Kristine Nelson (NDE)**, introduced herself the Board members. She is the new Director of the Office of Career Readiness, Adult Learning and Education Options. She stated that at the State Board of Education meeting this morning, there were two grants and a \$2 million award was received from JPMorgan Chase.

#### 12. ADJOURNMENT - The January 19, 2017 meeting was adjourned at 12:39 p.m..