



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

**Governor's Workforce Investment Board (GWIB)**

**Health Care and Medical Services Sector Council**

**Economic Development Subcommittee**

**Tuesday, December 3, 2013**

**8:30 a.m.**

*Some members of the Council may have attended the meeting and other persons may have observed the meeting and provided testimony through a simultaneous videoconference and teleconference conducted at the following locations or by calling the number listed below:*

**Place of Meeting:**

**Department of Employment, Training & Rehabilitation**

2800 East St. Louis Avenue, Conference Room A, B & C  
Las Vegas, NV

**Department of Employment, Training & Rehabilitation**

Office of Vocational Rehabilitation  
1325 Corporate Blvd  
Reno, NV

**Department of Employment, Training & Rehabilitation**

500 East Third Street, 1<sup>st</sup> Floor Auditorium  
Carson City, NV

**1-877-810-9415**

**Subcommittee Members Present:** Vance Farrow, Steve Lebedoff, Ann Lynch, Lynn O'Mara, Larry Matheis, Bill Welch, Vicky Van Meetren.

**Subcommittee Members Absent:** Charles Perry (excused), Rob Hooper (excused).

**DETR WSU Staff Present:** Earl McDowell, Ansara Martino, Odalys Carmona, De Salazar, Doug van Aman.

**Others Present:** Wesley Harper (GOED), Debra Scott (Vice Chair GWIB Health Care and Medical Services Sector Council), Laurie Boyer (Nevada Hospital Association), Marcia Turner (Chair GWIB Health Care and Medical Services Sector Council), Judy Turgiss (Nevada Workforce Development Center (DETR/CSN)), Janice Routsong (CCSD, CTE).

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

## **AGENDA**

- I. Welcome, Introductions and New Members..... Bill Welch, Chair  
Economic Development Subcommittee, GWIB Health Care and Medical Services Sector Council

Mr. Bill Welch, the Chair of this Subcommittee, called the meeting to order at 8:30 a.m., welcomed everyone, and thanked them for attending this meeting. He then asked Ansara Martino to call roll.

- II. Roll call and Establishment of a Quorum ..... Ansara Martino, Grants and Policy Analyst  
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Ansara Martino called roll and informed Mr. Welch that a quorum was present.

- III. Verification of Posting..... Ansara Martino

Mr. Welch asked Ansara Martino to verify that the agenda for this meeting was posted according to Nevada statute. Ms. Martino verified that the agenda was posted according to NRS 241.020.

- IV. **First Public Comment Session** ..... Bill Welch  
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 (3) minutes per person at the discretion of the chairperson.

When Mr. Welch announced the First Public Comment Session, no comments were made. Hearing none, Mr. Welch closed the session.

- V. **For Possible Action** – Approval of the August 26, 2013 Meeting Minutes ..... Bill Welch

Mr. Welch asked the Subcommittee members if they had an opportunity to review the August 26, 2013 Meeting Minutes. Members confirmed they had. A motion to approve the minutes was made by Vicky Van Meetren and seconded by Vance Farrow. All were in favor. None were opposed. The motion carried.

- VI. **For Possible Action** – Prioritization of the Accepted Tasks for the 2013 Strategic Plan.....  
..... Bill Welch

Mr. Welch introduced the Subcommittee to a draft template of agenda objectives and deliverables that he would like to use to structure this Subcommittee’s meeting items. Mr. Welch explained that this would help Subcommittee members understand the objectives, deliverable, lead subcommittee member(s), and timeline of accomplishment for each agenda item. Members agreed that they thought the template would be helpful.

Dr. Marcia Turner, Chair of the GWIB Health Care and Medical Services Sector Council, also commented that Mr. Welch’s template would be great for this Subcommittee to help them carry out their duties and managing how to get tasks completed. Dr. Turner also reminded the Subcommittee that the final version of the Council’s Strategic Plan needs to be submitted to DETR by Monday, December 16, 2013.

Mr. Welch asked for any members wishing to volunteer or resign from one of this Subcommittee’s objectives or tasks, please inform Ansara Martino with DETR’s Workforce Solutions Unit. Mr. Welch asked for each Subcommittee Objective Lead to drill down how they anticipate accomplishing each of their assigned tasks, send to Ansara Martino to compile, and at each meeting there will be an agenda item for the Leads to report on the progress. After confirming there were no questions or comments, Mr. Welch then turned to agenda item VII.

VII. **Discussion** – Review of the Survey Results Conducted by Vance Farrow and Dr. John Packham’s Health Workforce Study Report.....  
.....Vance Farrow, Industry Specialist, Governor’s Office of Economic Development and  
Dr. John Packham, Director of Health Policy Research with University of Reno, Nevada

Mr. Vance Farrow referred to handouts that he passed out for the meeting and explained the information he hopes will be gleaned from the survey. Mr. Farrow explained that this data can then be used to support this Subcommittee’s Objectives, as well as that of the full Council. He also discussed who and where the survey will be sent next. Mr. Welch informed Mr. Farrow that the survey could be an agenda item for the next NV Hospital Association meeting so that more responses could be gained. One member pointed out that question 21 of the survey has policy implications, which could be addressed by the Council’s Legislative/Regulation/Policy Subcommittee.

Dr. John Packham also discussed the status of his survey. He informed the Subcommittee that there are five different versions of the survey depending on who the recipient is. His survey will be rolled out in January and be completed annually. Dr. Packham explained that his intent is to get trend and baseline data.

Mr. Welch announced that updates on these surveys will continue to be agenda items. Mr. Welch then turned to agenda item VIII.

VIII. **For Possible Action** – Re-Evaluation of the Name of the GWIB Health Care and Medical Services Sector Council Economic Development Subcommittee to Clarify the Health Care Industry Workforce Demand Intelligence Gathering Scope of this Subcommittee.....Bill Welch

Mr. Welch introduced this agenda item and invited the Chair of the GWIB Health Care and Medical Services Sector Council, Dr. Marcia Turner, to speak. Dr. Turner informed the Subcommittee that this agenda item arose from a discussion at this Subcommittee’s last meeting around the Subcommittee not focusing on economic development since the charge of the Council is workforce development. Dr. Turner said that the current name of this Subcommittee does not accurately reflect the scope of this Subcommittee’s work and that she would like to entertain a discussion about changing this Subcommittee’s name. A discussion ensued and several suggestions were mentioned, such as “Intelligence Subcommittee,” “Workforce Needs,” “Workforce Demand” etc. Mr. Welch and members pointed out that the future anticipated workforce needs, the needs of expanding companies and/or companies looking to move to Nevada, filling the needs of the next legislative policy (such as what has occurred with Health Information Technology workers), etc., are all things that this Subcommittee addresses. The group sees itself as a think tank and of strategic nature. Additional name changes were suggested based on those ideas. At the conclusion of the discussion, Mr. Welch announced that the best course of action is to have the member rate their name change preferences in a poll and then a vote of the preferred name can occur at this Subcommittee’s next meeting. Ansara Martino with DETR’s Workforce Solutions Unit will send out the poll and compile the results for Mr. Welch.

IX. **For Possible Action** – Possible Opportunity for the Economic Development Subcommittee to Facilitate Industry Involvement in Discussions Regarding the Potential for Workforce Development in the Areas of Health Care Navigators or Community Health Care Worker Programs and Graduate Employment.....Bill Welch

Mr. Welch introduced this agenda item and invited the Chair of the GWIB Health Care and Medical Services Sector Council, Dr. Marcia Turner, to address the Subcommittee. Dr. Turner informed the Subcommittee that the Nevada Department of Health and Human Services has talked about a Pilot Project Proposal for Community Health Workers, which she explained is an emerging field. She said there will be a core curriculum for entry-level workers that then could be stacked with specialized training. A discussion occurred on how the elements of the core curriculum would be picked and how to reach out to industry to gain their perspective on which curriculum meets Nevada employers needs and whether there would be jobs at the end of the training. Dr. Turner and the Subcommittee concluded that additional

industry intelligence is needed. In conclusion of this agenda item, Dr. Turner announced that she will put forward this Community Health Worker Pilot Project Proposal, as well as any other proposals members of this Council advocate and that is within the scope of the Council.

X. **For Possible Action** – New Business and Future Agenda Items .....Bill Welch

As discussed in today’s meeting, future agenda items will be:

- Any further discussion and a vote on this Subcommittee’s name change.
- Mr. Vance Farrow and Dr. John Packham will provide additional updates on their surveys
- Subcommittee Objective Leads will give updates and provide a written plan and/or timeline for accomplishment.
- Dr. Marcia Turner and Vice Chair of the GWIB Health Care and Medical Services Sector Council, Deb Scott, will follow up to provide presentations on the Community Health Worker occupation.
- It was also suggested for Vance Farrow to give a Medical Tourism brief to the full sector council at their next meeting. Dr. Turner suggested that she work with Mr. Farrow and she may call a meeting of the Special Projects Subcommittee for the topic if necessary. Dr. Turner requested this Subcommittee help in gathering industry intelligence on medical tourism.

XI. **Discussion** – Future Meeting Schedule .....Bill Welch

Based on Subcommittee member preferences, Mr. Welch announced that the future meeting schedule will be during the first week of February 2014 at 8:30 a.m. and occur bi-monthly.

XII. **Second Public Comment Session** .....Bill Welch

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 (3) minutes per person at the discretion of the chairperson.

When Mr. Welch announced the Second Public Comment Session, none were made. Hearing none, Mr. Welch closed the session. Mr. Welch then turned to agenda item XIII.

XIII. **Adjournment** .....Bill Welch

Mr. Welch adjourned the meeting at 10:20 a.m.

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 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**  
**ECONOMIC DEVELOPMENT SUBCOMMITTEE**

Vance Farrow, Rob Hooper, Steve Lebedoff, Ann Lynch, Lynn O’Mara, Larry Matheis, Charles Perry, Bill Welch and Victoria VanMeetren.

***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 Monday, December 2, 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](http://www.nvdetr.org). In addition, the agenda was mailed or e-mailed to groups and individuals as requested.