



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 (GWIB)
Health Care and Medical Services Sector Council
Education/Training Subcommittee

Date and Time of Meeting: **Friday**, January 18, 2013
8:30 a.m.

Place of Meeting: Department of Employment, Training & Rehabilitation
2800 East St. Louis Avenue, Conference Room C
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 4697842#

Subcommittee Members Present: Renee Coffman, Debra Collins, Randi Hunewill, Ann Lynch, Lynn O'Mara, Charles Perry, Hyla Winters.

Subcommittee Members Absent: Margaret Covelli, Joan Hall, Linda Johnson.

DETR Staff Present: Ansara Martino, Derita Hopkins, Earl McDowell.

Others Present: Mike Page, Vance Farrow, Rob Hooper, Nora Luna, Debra Howell, Linda Yi, Steve Lebedoff, Marcia Turner, Adam Sanford, Lynn Houghton.

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

AGENDA

I. Welcome and IntroductionsDr. Hyla Winters, Chair
Education/Training Subcommittee for the GWIB Health Care and Medical Services

Dr. Hyla Winters introduced herself, welcomed everyone to the subcommittee meeting and asked for role 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 verified that a quorum was present.

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

Linda Yi verified that the agenda was posted according to current Nevada statute.

- IV. **First Public Comment Session**Dr. Hyla Winters
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.

Dr. Winters announced the first public comment session, but hearing none she moved to Agenda Item V.

- V. ***Discussion/Possible Action** – Approval of the November 13, 2012 Meeting Minutes
.....Dr. Hyla Winters

Charles Perry made a motion to approve the November 13, 2012 minutes and this motion was seconded by Ann Lynch. None were opposed. The motion carried.

- VI. ***Discussion/Possible Action** – Review and Refine the Charge and Responsibilities of the Education/Training SubcommitteeDr. Hyla Winters

Dr. Winters invited the Chair of the GWIB Health Care and Medical Services Sector Council, Dr. Marcia Turner, to address the subcommittee. Dr. Turner explained to the subcommittee members that they need to validate or possibly suggest changes for the draft of the subcommittee duties and charge statement. They also need to identify what their strategic plan deliverables for 2013 are. These deliverables will be discussed with the full council at the next GWIB Health Care and Medical Services Sector Council meeting. In addition, at each quarterly GWIB Health Care and Medical Services Sector Council meeting, the Chairs of each of the subcommittees will give a report updating on their subcommittee’s activities.

Discussion ensued amongst members and they determined that they agreed with the general and specific duties as defined in the draft of the “Subcommittee Duties & Charge”. They also agreed that they believe it aligns very well with Governor Sandoval’s targets and goals as stated in the State of the State address he presented on January 16, 2013. However, one member asked if “Research” could be better defined. Members agreed that recruitment of future health and medical industry employees should be current K-12 students. A motion was made to approve the draft of the “Subcommittee Duties & Charge” by Charles Perry and this motion was seconded by Lynn O’Mara. A formal vote was taken and no members were opposed. The motion carried.

To view the draft Subcommittee Duties & Charge, it is available at the following link: [Subcommittees Duties Charge.docx](#).

- VII. ***Discussion/Possible Action** – Identify and Discuss Strategic Plan deliverables by the Education/Training Subcommittee including: Rationale, Pros, Cons and Anticipated Challenges...
.....Dr. Hyla Winters

- VIII. ***Discussion/Possible Action** – Prioritization of Strategic Plan Deliverables to be forwarded to the GWIB Health and Medical Services Sector Council for Inclusion in the Sector Strategic Plan including timeline.Dr. Hyla Winters

Agenda Items VII and VIII were discussed together.

Dr. Winters invited each subcommittee members to discuss their suggestions for the 2013 strategic plan deliverables. The suggestions made today will be developed into a draft and then shared at the next full council meeting for any feedback. Suggestions were made to:

- ...Conduct an inventory of available education and training programs within the state of Nevada related to the health and medical industry. Another member suggested that this information be in electronic format for ease in updating the information as needed. This information could be put possibly on DETR's website so that anyone looking for employment opportunities would find helpful information on the health and medical industry.
- ...Collaboration and cooperation with K-16 for common core standards for training programs involving health sciences.
- ...Continued connectiveness and collaboration between what this subcommittee is doing and what the Economic Development and Data/Evaluation/Research subcommittees are doing.
- ...To look at the study John Packham, Chair of the Data/Evaluation/Research subcommittee, is doing, especially the information it will contain identifying the shortage areas per county. The gaps identified in this study can be overlaid with the inventory of health science education and training programs, as well as the survey that the Governor's Office of Economic Development is conducting to garner information from businesses regarding their capacity to expand, export globally and about what their workforce training needs are. This would help identify industry needs that could be matched to educational opportunities.
- ...To link information for high school counselors to have about the industry for counseling purposes. Also, to identify stackable and career laddering opportunities within the health care workforce that would educate the general populace, student and non-student, on points of entry and where one could go. Develop materials for elementary, middle and high school counselors to market health professions to their student populations.
- ...To create or participate in high school fairs, such as Operation Health Care Bound, as well as job shadowing opportunities.
- ...Consider a strategic plan deliverable that would integrate private sector resources into the overall state education system.

Linda Yi also reminded the subcommittee that they previously discussed that John Packham's study should be published in both English and Spanish. Linda Yi also said that she will type a list of the deliverables as suggested today and forward the list to each of this subcommittee's members to enumerate according to how they would like to see the deliverables ranked. The rankings will be discussed at this subcommittee's next meeting and then a vote will be passed.

IX. ***Discussion/Possible Action** – Future Agenda and/or Recommendations.....Dr. Hyla Winters

Future agenda items were as stated throughout this meeting.

X. ***Discussion/Possible Action** – Future Meeting Schedule.....Dr. Hyla Winters

This subcommittee plans to continue to meet at this time on a monthly basis. Dates will be sent out as they are scheduled. In the future, this subcommittee may consider meeting on a quarterly basis.

XI. **Second Public Comment Session**Dr. Hyla Winters

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. Each comment will be limited to three (3) minutes.

When Dr. Winters announced the second public comment session, Nora Luna stepped forward. She stated that she is the program manager at Nathan Adelson Hospice and that she is tasked with developing their education program and increasing staff. One of the workforce areas that they really see a need in is for bilingual professional social workers and nurses, especially the nurses. She said only about two percent of nurses nationwide are bilingual and she believes that it requires special efforts to really reach

out to bilingual students to go into those fields. Language issues really create barriers to access the hospice and all the health care.

XII. Motion for AdjournmentDr. Hyla Winters

As Dr. Winters closed this meeting, Charles Perry motioned for adjournment. This was seconded by Lynn O’Mara.

**Denotes items on which the Governor’s Workforce Investment Board Health Care and Medical Services Sector Council Education/Training Subcommittee may take action. Agenda items may be taken out of order. The Chair may continue this meeting from day-to-day. Pursuant to NRS 241.020, no action may be taken upon a matter raised under public comment until the matter has been specifically included on an agenda.*

GOVERNOR’S WORKFORCE INVESTMENT BOARD
HEALTH CARE AND MEDICAL SERVICES SECTOR COUNCIL
Education/Training Subcommittee

Debra Collins, Renee Coffman, Margaret Covelli, Joan Hall, Randi Hunewill, Linda Johnson, Lynn O’Mara,
Charles Perry and 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 Thursday, January 17, 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.