



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**

**Education/Training Subcommittee**

**Friday, April 12, 2013**

**8:30 a.m.**

*This meeting was conducted in person, via videoconference and by telephone conference call. Members of the public were invited to observe this meeting and provide comment at the physical addresses or by calling the number and access code listed below. Some members of this Council may have attended the meeting in person, via videoconference or by telephone conference call.*

**Place of Meeting:**                    **Department of Employment, Training & Rehabilitation**  
2800 East St. Louis Avenue, Conference Rooms A, B & C  
Las Vegas, NV

**Department of Employment, Training & Rehabilitation**  
1325 Corporate Boulevard, Large Conference Room  
Reno, NV

1-877-810-9415  
Access Code 7521358#

**Council Members Present:** Randi Hunewill, Ann Lynch, Lynn O'Mara, Charles Perry, Dr. Hyla Winters.

**Council Members Absent:** Renee Coffman, Margaret Covelli, Joan Hall, Linda Johnson.

**Ex-officio Members Present:** Debra Collins.

**Ex-officio Members Absent:** William Anderson, Sherri Lindloff.

**DETR WSU Staff Present:** Odalys Carmona, Earl McDowell, Ansara Martino, Derita Hopkins.

**Others Present:** Holly Balmer (Nevada System of Higher Education), Dr. John Packham (University of Nevada School of Medicine), Debra Scott (NV State Board of Nursing), Keith Hosannah (DETR), Asha Jones (Senator Harry Reid's Office), Christina Demopoulos (UNLV School of Dental Medicine/NV State Health Division).

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

- I. Welcome and Introductions .....Dr. Hyla Winters, Chair  
Education/Training Subcommittee of the GWIB Health Care & Medical Services Sector Council

The Chair of this Council, Dr. Hyla Winters, called the meeting to order at 8:30 a.m., welcomed everyone and thanked them for attending this meeting. She then asked Linda Yi, Project Director for GWIB Health Care and Medical Services Sector Council, to call roll.

- II. Roll call and Establishment of a Quorum ..... Linda Yi, Project Director  
GWIB Health Care & Medical Services Sector Council

Linda Yi called roll and informed the Chair that a quorum was present.

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

Dr. Winters asked for Linda Yi to verify that the agenda for this meeting was posted according to Nevada statute. Ms. Yi verified that the agenda was posted according to NRS 241.020.

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

When Dr. Winters announced the first public comment session and invited members of the public to speak. Hearing no comment, she then turned to Agenda Item V.

- V. **For Possible Action** – Approval of the February 20, 2013 Meeting Minutes .....Dr. Hyla Winters

Dr. Winters asked for approval of the February 20, 2013 Meeting Minutes. The motion was made by Charles Perry and seconded by Lynn O’Mara. The motion carried unanimously.

- VI. **For Possible Action** – Discussion of the Nevada System of Higher Education (NSHE) Statewide Health Science Mapping of Programs/Certificates..... Dr. Marcia Turner, Vice-Chancellor of Health Sciences, NSHE  
Chair, GWIB Health Care & Medical Services Sector Council

Dr. Hyla Winters introduced Holly Balmer, Special Assistant to Dr. Marcia Turner, Vice-Chancellor of Health Sciences at the Nevada System of Higher Education, and asked her to provide the Council with an update for NSHE’s Statewide Health Science Mapping of Programs/Certificates. Ms. Balmer briefed the Council with a summary of NSHE current health sciences programs and certificates. She informed the Council that this template will support the gathering of this information from health sciences programs in the private funded educational institutions in Nevada as well as the public K-12 school system to assist students in mapping out their career goals. She then mentioned that the health sciences program data collected was self reported by NSHE institutions and from a search of current course catalogs. This information is only 90% complete and once approval is received from each institution, the completed the final results will be shared with this subcommittee for their review. She asked for the council members to make suggestions for any additional analysis needed or areas for improvement. Ms. Balmer also outlined the following data elements:

- NSHE health sciences degrees as well as certificate programs credit bearing and non-credit bearing of 30 credits and less. ..

VII. **For Possible Action** – Update on the Use of Dr. John Packham’s Health Workforce in Nevada Data Based on Meeting with Dr. Marcia Turner, Dr. John Packham and Mr. Earl McDowell .....  
.....Dr. Hyla Winters

Dr. John Packham provided the Council with an update on the use of the Health Careers in Nevada collected data he had presented at the last full GWIB Health Care and Medical Services Sector Council meeting. He asked the Council to review the health careers data outlined in Appendix 4 of the integrated post-secondary educations (IPEDS) data system and provide their feedback at next scheduled meeting. He informed the Council that the sole purpose of IPEDS data system will be to gather graduation data for every degree and certificate program in the State of Nevada for both public and private institutes. Linda Yi volunteered to resend Appendix 4 to the Education/Training Subcommittee members to review. The Chair of this Subcommittee, Dr. Hyla Winters asked the members to review Dr. Packham’s data as requested and provide their feedback at the next scheduled meeting.

VIII. **For Possible Action** – Determine Steps and Timeline for Execution of the Education/Training Subcommittee 2013 Strategic Plan .....Dr. Hyla Winters

Dr. Hyla Winters reviewed the GWIB Health Care and Medical Services Sector Council Layered Strategic Plan Subcommittee charges and specific objectives. She then suggested for the members of this Subcommittee to review the existing template, remove any occupations that are non-related to employment within the health sciences workforce and then strategize how best to incorporate all of the proprietary and other post-secondary institutions. She requested for the council members to review the subcommittee objectives and at next scheduled meeting report a few recommended tasks. Linda Yi stated that she will send out the assignment to members, as well as a reminder of the subcommittee objectives.

IX. **For Possible Action** – Scheduling and Focus of Future Meetings .....Dr. Hyla Winters

The next GWIB Health Care and Medical Services Sector Council Education/Training Subcommittee meeting is scheduled for Friday, June 14, 2013 at 8:30 a.m. Meeting reminders will be sent to Council members and the agenda will be publically posted.

Listed below are some suggestions, recommendations, requests and comments made for the future meeting agenda items:

- It was recommended that council members focus on the health-related occupations inventory, remove any occupations that are non-related to employment within the health sciences industry and then strategize how best to incorporate all of the proprietary and other post-secondary institutions.
- Randi Hunewill will share with the council her collected data of K-12 health occupational programs.
- It was suggested for the approved template to be forwarded on to Vance Farrow and he will connect the “in-demand” data to education required data.
- It was recommended for each council member to review the master list of health sciences occupations and identify at least two tasks that would lead to employment in the health care and medical services industry and present these at next meeting.

X. **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. Public Comment may be limited to three (3) minutes per person at the discretion of the chairperson.

The Chair announced the second public comment session. Ms. Asha Jones from Senator Harry Reid’s office introduced herself and offered her services and expertise with any ideas concerning grants and

offered to serve as a resource for the GWIB Health Care and Medical Services Education/Training Subcommittee.

No additional comments were made.

XI. Adjournment.....Dr. Hyla Winters

After the Chair closed the second public comment session, the meeting was adjourned at 9:20 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 the 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**  
**EDUCATION/TRAINING SUBCOMMITTEE**

Debra Collins, Renee Coffman, Margaret Covelli, Joan Hall, Randi Hunewill, Linda Johnson, Lynn O’Mara,  
Charles Perry, Dr. Hyla Winters and Ann Lynch.

**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, April 11, 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.