



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**  
**Grants and Resources Subcommittee**  
**Friday, June 14, 2013**  
**12:00 p.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  
Stanley P. Jones Building  
2800 East St. Louis Avenue, Conference Rooms A, B & C  
Las Vegas, NV

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

1-877-810-9415  
Access Code 7521358#

**Subcommittee Members Present:** Lynn O'Mara, Mary-Ann Brown, Veronica Dahir, Linda Johnson.

**Subcommittee Members Absent:** Jeffrey Daniels, Steve Lebedoff, Al Martinez, Larry Matheis, John Packham.

**DETR WSU Staff Present:** Earl McDowell, Ansara Martino.

**Others Present:** Linda Yi (Workforce Connections), Holly Balmer (NSHE), Doreen Guerra (NRHA), Linda Montgomery (The Learning Center).

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

- I. Welcome, Introductions and New Members..... Lynn O’Mara, Chair  
Grants and Resources Subcommittee of the GWIB Health Care and Medical Services Sector  
Council

The Chair of this Council, Lynn O’Mara, called the meeting to order at 12:00 p.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 and Medical Services Sector Council

Linda Yi called roll and informed the Chair that a quorum was not present.

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

Lynn O’Mara asked for Linda Yi to verify that the agenda for this meeting was posted according to Nevada statute. Ms. Hopkins verified that the agenda was posted according to NRS 241.020.

- IV. **First Public Comment Session** ..... Lynn O’Mara  
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.

When Ms. O’Mara announced the First Public Comment Session and invited members of the public to speak. Hearing no comments, she then turned to the next Agenda Item V.

- V. **For Possible Action** – Approval of the February 19, 2013 Meeting Minutes ..... Lynn O’Mara

A quorum was not established; therefore, Lynn O’Mara tabled the approval of the February 19, 2013 Meeting Minutes as an agenda item for next scheduled meeting.

- VI. **For Possible Action** – Update on the Nevada Action Coalition’s Robert Wood Johnson Foundation State Implementation Grant Submission .....Debra Collins/Linda Yi  
Program Manager, Nevada Workforce Connections

Lynn O’Mara introduced Debra Collins, Program Manager for the Nevada Workforce Connections, to provide an overview of the Nevada Action Coalition’s Robert Wood Johnson Foundation State Implementation Grant Submission. Ms. O’Mara reminded the Council that no action could be taken since there was not a quorum for today’s meeting. Ms. Collins discussed the purpose of the Nevada Action Coalition (NAC) Grant and informed everyone the grant awarded amount was \$150,000 for a two-year timeframe. She stated that the Nevada Alliance for Nursing Excellence was the lead group on the grant application and the GWIB Health Care and Medical Services Sector Council was the co-lead group for this grant. She stated that they should have an answer by August 1, 2013 and if awarded can begin with the implementation of the program in November 2013.

- VII. **For Possible Action** – Determination of Grants Review Process by the Subcommittee including Dissemination Process and Pursuit of Grant Opportunities..... Lynn O’Mara

This meeting agenda item was tabled until the next scheduled meeting due to the lack of quorum.

- VIII. **Discussion** – Update and Progress of the State Energy Sector Partnership (SESP)/Health Information Technology (HIT) Grant.....Debra Collins/Linda Yi

Linda Yi, Project Director for the GWIB Health Care and Medical Services Sector Council, provided an update of the progress of the State Energy Sector Partnership (SESP)/Health Information Technology (HIT) Grant. She informed the Council that \$200,000 was incorporated from DETR to implement the Health Information Technology grant and funds were used for incumbent workers, and that different health care and medical services agencies and private doctors assisted with recruiting qualified candidates. She noted that they met with the Nevada Health Center, which was having difficulties training their top user of medical records. In total, the program exceeded the number of required individuals initially estimated for training and she commented on how successful the program was. DETR Director Woodbeck will be sent a letter detailing the use of funds and the training that occurred.

Next, Ms. Yi began to explain some of the case histories for individuals that received training. Debra Collins, ex-officio member of the GWIB Health Care and Medical Services Sector Council, mentioned that the second portion of the grant was used to training unemployed clients referred by the Nevada Housing Authority. Ms. Collins acknowledged Linda Montgomery, President of the Learning Center, and Doreen Guerra, of the Nevada Housing Authority. Ms. Guerra addressed the Subcommittee members and stated that they originally enrolled 23 clients who are currently two weeks away from graduation. Ms. Guerra also informed the council that this program was a great success and their graduating clients have obtained employment through this program. Linda Montgomery thanked the GWIB Health Care and Medical Services Sector Council on their efforts, commended the students for their completions of the HIT certification program, and shared some statistics with the Council.

IX. **For Possible Action** – Determine Steps and Timeline for Execution of the Grants and Resources Subcommittee’s Strategic Plan ..... Lynn O’Mara

Lynn O’Mara recommended for this meeting agenda item be tabled to the next scheduled meeting. No action could be taken because of the lack of quorum.

X. Next scheduled meeting will be held on Thursday, July 11, 2013 at 12:00 p.m. .... Lynn O’Mara

The Chair announced that the next GWIB Grants and Resources Subcommittee meeting is scheduled for Tuesday, July 23, 2013 at 2:00 p.m. She will review the meeting date with member availability and possibly change the date if July 23, 2013 is inconvenient. Once decided, the next scheduled meeting date will be sent to Subcommittee members via a calendar item and the public will be notified through the public posting of the meeting agenda.

It was suggested for the future meeting agenda items to consist of:

- Approval of the February 19, 2013 Meeting Minutes.
- Approval of today’s June 14, 2013 Meeting Minutes.
- Update on the Nevada Action Coalition’s Robert Wood Johnson Foundation State Implementation Grant Submission.
- Determination of Grants Review Process by the Subcommittee including Dissemination Process and Pursuit of Grant Opportunities.
- Update and Progress of the State Energy Sector Partnership (SESP)/Health Information Technology (HIT) Grant.
- Determine Steps and Timeline for Execution of the Grants and Resources Subcommittee’s Strategic Plan.

XI. **Second Public Comment Session** ..... Lynn O’Mara  
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.

Lynn O'Mara announced the Second Public Comment Session and invited members of the public to speak. Hearing no comments, Randi Hunewill asked to present a question to Linda Montgomery regarding the certification programs being market to business industries within the national region workforce. Linda Montgomery will find out the answer to Ms. Hunewill's question and send her the answer after the meeting. Hearing no additional comments, Ms. O'Mara then turned to Agenda Item XII.

XII. Adjournment ..... Lynn O'Mara

Lynn O'Mara adjourned the meeting upon closing of the Second Public Comment Session.

*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**  
**Grants and Resources Subcommittee Members**

Mary-Ann Brown, Dr. Veronica Dahir, Dr. Jeffrey Daniels, Linda Johnson, Steve Lebedoff, Al Martinez, Larry Matheis, Lynn O'Mara, Dr. John Packham, Bill Welch 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, June 13, 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.