



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**

**Information Technology Sector Council**

**Monday, December 16, 2013**

**9:00 a.m.**

*Some members of this Subcommittee 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 locations:*

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

**Department of Employment, Training & Rehabilitation**  
Office of Vocational Rehabilitation  
1325 Corporate Blvd  
Reno, NV

**1-877-810-9415**

**Council Members Present:** Michael Frechette, Robert Nielsen, Dr. Warren Hioki, Justin McVay, Linda Montgomery, Missy Young, Michael Walsh, Kimberly Moody, Christina Whatley, Felicia Nemcek, Melissa Scott.

**Council Members Absent:** Arnold Lopez, Jhone Ebert, Nancy Smith, Lindsey Niedzielski, Steven Zink, Michael Thomas (excused).

**Ex-Officio Members Present:** Peter Bacigalupi, John Thurman, Gloria Chua, Derick Jones, Safi Haider.

**Ex-Officio Members Absent:** Susanna Powers (excused).

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

**Others Present:** Judy Turgiss (Nevada Workforce Development Center (DETR/CSN)).

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

## AGENDA

- I. Welcome, Introduction and New Members ..... Michael Frechette, Chair  
GWIB Information Technology Sector Council

The Chair of this Council, Michael Frechette, called the meeting to order at 9:00 a.m. He welcomed everyone, thanked them for attending this meeting. Mr. Frechette 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. Frechette that a quorum was present.

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

Mr. Frechette asked for Ansara 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** ..... Michael Frechette  
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 Mr. Frechette announced the First Public Comment Session, no comments were made. Hearing none, Mr. Frechette turned to agenda item V.

- V. **For Possible Action** – Approval of November 20, 2013 Meeting Minutes ..... Michael Frechette

Mr. Frechette asked the Council members if they had an opportunity to review the November 20, 2013 Meeting Minutes. Mr. Frechette requested a motion to approve the minutes. The motion was made by Christina Whatley and seconded by Rob Nielsen. All were in favor. None were opposed. The motion carried. Mr. Frechette then turned to agenda item VI.

- VI. **For Possible Action** – Consideration and Approval of the 2013-2014 Information Technology Sector Council Strategic Plan to be Submitted to the GWIB ..... Michael Frechette

Mr. Frechette asked the Council members for a motion to approve the Strategic Plan. The motion was made by Missy Young and seconded by Justin McVay. All were in favor. None were opposed. The motion carried. Mr. Frechette then turned to agenda item VII.

- VII. **For Possible Action** – Consideration and Approval of the Pilot Program Recommendations to be Submitted to DETR ..... Michael Frechette

Mr. Frechette asked the Council members if they had reviewed the Pilot Program recommendations. After much discussion ensued, it was determined that the Pilot Program recommendations should not be focused on the Microsoft Academy after school program that this Council has been discussing and planning as a Clark County School District initiative because such a program has to be approved by the school district first before additional planning can be completed. At the conclusion of the discussion, Mr. Frechette proposed that this Council suggest a Pilot Program that would identify 20 people to receive National Certification for Medical Front Office, which has IT-related components to it. Justin McVay asked if someone could explain that what is the difference would be from what the Southern Nevada local workforce investment board, workforceConnections, is doing. Mr. McDowell responded that it would be an initiative of this Council to fill immediate needs with different funding than what workforceConnections receives with Workforce Investment Act funding. Mr. McVay emphasized the need for this Council's Pilot Project to set itself apart from workforceConnections training by ensuring

that there is a job waiting for individuals at the end of the Pilot Program training. Mr. Frechette agreed. Mr. McDowell advised Mr. Frechette to fill out the Pilot Project Proposal with today's recommendations. Mr. Frechette then asked for a motion to approve the Pilot Program recommendations to be submitted to DETR. The motion was made by Linda Montgomery and seconded by Christina Whatley. All were in favor. None were opposed. The motion carried. Mr. Frechette then turned to agenda item VIII.

VIII. **For Possible Action** – Consideration and Approval of In-Demand Occupations for the GWIB Information Technology Sector Council to Submit to the GWIB as WIA Funding Recommendations.....Michael Frechette

Based on this Council's discussion and findings, Mr. Frechette listed the six in-demand occupations that this Council has identified: (1) Software development; (2) Cyber Security/Information Assurance; (3) Network Systems Administrator; (4) Healthcare IT; (5) Project Management/Coordinator; and (6) Database Administrator. Dr. Hioki advised the Council that Telecommunications should be added to the list, which would make it seven in-demand occupations. The Council agreed.

Next, Mr. Frechette and members discussed possible venues to deliver training, but agreed that could be determined at a later date. Mr. Frechette asked for a motion to approve the list of in-demand occupations for this Council to submit to the Governor's Workforce Investment Board as WIA funding recommendations with the inclusion of the 7<sup>th</sup> occupation of Telecommunications as requested by Dr. Hioki. The motion was made by Melissa Scott and seconded by Dr. Warren Hioki. All were in favor. None were opposed. The motion carried. Mr. Frechette then turned to agenda item IX.

IX. **For Possible Action** – New Business and Future Agenda Items ..... Michael Frechette

Mr. Frechette announced that the agenda items for the next meeting will be:

1. Status of Pilot Program and its components and/or mechanics
2. Microsoft IT Academies and Cisco Networking Academies in high schools. Monthly status check progression and status check - Kim Moody and Melissa Scott
3. Additional discussion of incumbent worker training – Earl McDowell, Justin McVay
4. Status of check of Strategic Plan Initiatives

Earl McDowell, Deputy Administrator for DETR's Workforce Solutions Unit, recommended to this Council that any concerns they have with the progression of Microsoft and Cisco Networking Academies as after school programs should be presented to the GWIB at their quarterly meeting to obtain their assistance.

X. **For Possible Action** – Future Meeting Schedule/Next Meeting..... Michael Frechette

The Council discussed council meeting times and all agreed that Tuesdays was not a good day for the Council members to meet. They agreed to start the meetings at 8:30 a.m. and proposed dates for the next three months, which will be January 22, 2014; February 19, 2014; and March 19, 2014.

XI. **Second Public Comment Session** ..... Michael Frechette

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 minutes per person at the discretion of the chairperson.

Mr. Frechette announced the Second Public Comment Session. Linda Montgomery announced the success of her and Mike Frechette's visit to Clark County School District's Southwest Career and Technical Academy, which was arranged by the principal and fellow Council member Felicia Nemcek. Ms. Montgomery gave the school accolades for the programs they offer and said that it demonstrates that CCSD's initiatives are extremely positive. Linda Montgomery would like to have these programs extended to at risk youths. Dr. Hioki echoed Mr. Frechette and Ms. Montgomery's comments.

XII. **Adjournment**..... Michael Frechette

Mr. Frechette adjourned the meeting at 10:00 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**  
**INFORMATION TECHNOLOGY SECTOR COUNCIL**  
**STRATEGIC PLAN SUBCOMMITTEE**

Michael Frechette (Chair), Arnold Lopez, Jhone Ebert, Nancy Smith, Lindsey Niedzielski, Robert Nielsen, Steven Zunk, Dr. Warren Hioki, Justin McVay, Felicia Nemcek, Linda Montgomery, Missy Young, Michael Walsh, Melissa Scott, Kimberly Moody, Christina Whatley, Michael Thomas

**Notice:** *Persons with disabilities who require special accommodations or assistance at the meeting should notify Ansara Martino, 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 Friday, December 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.