



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)
Logistics and Operations Sector Council
Friday, April 19, 2013
10:00 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:

Reno Job Connect

Reno Town Mall Conference Room
4001 South Virginia Street
Reno, NV 89502

Department of Employment, Training & Rehabilitation

500 South Third Street, SAO Auditorium
Carson City, NV

Department of Employment, Training & Rehabilitation

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

1-877-810-9415

Access Code 7521358#

Council Members Present: Krys Bart, Patricia Falvey, Dennis Obregon, Bramby Tollen.

Council Members Absent: Travis Brady, Hannah Brown, Andrew Katz, Commissioner Bob Kershaw, Scott Machabee, Dave Simonsen, Dr. Michael Spangler, Perry Ursem.

Ex-officio Members Present: Jeannie Kuennen (Workforce Connections), Marilou Parayno (Nevadaworks).

Ex-officio Members Absent: None.

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

Others Present: Cloyd Phillips (CSA), Ken Pierson (DETR), Tessa Rognier (DETR, Research and Analysis Bureau Economist), Stephen Settembre (DETR Business Services Representative), Denise Klein, Alex Kyser (Nevada Department of Education), Renee Shepherd (Made in America Foundation).

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

AGENDA

- I. Welcome and IntroductionsEarl McDowell
Deputy Administrator, Workforce Solutions Unit
Department of Employment, Training and Rehabilitation (DETR)

The Acting Chair of this Council, Earl McDowell, called the meeting to order at 10:00 a.m. and welcomed everyone and thanked them for attending this meeting. He then asked Derita Hopkins, Administrative Assistant for DETR’s Workforce Solutions Unit, to call roll.

- II. Roll call and Establishment of a Quorum Derita Hopkins, Administrative Assistant
Workforce Solutions Unit, DETR

Derita Hopkins called roll and informed the Chair that a quorum was not present.

- III. Verification of Posting.....Derita Hopkins

Earl McDowell asked for Derita Hopkins 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**Earl McDowell
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 Earl McDowell announced the first public comment session and invited members of the public to speak. Hearing no comment, he then turned to the next Agenda Item V.

- V. **For Possible Action** – Approval of March 13, 2013 MinutesDana Pray

A quorum was not established; therefore, Earl McDowell tabled the approval of the March 13, 2013 Meeting Minutes for next scheduled meeting agenda item.

- VI. **For Possible Action** – Development of 2013 Strategic PlanEarl McDowell

Earl McDowell reviewed the GWIB Logistics and Operations Sector Council 2013 Strategic Plan template and explained its design, goals and layout. It was suggested for the council members present at the meeting to volunteer to complete sections of the outlined Scope of Work Objectives 1 through 8. The following suggestions were made by the Council for the 2013 Strategic Plan, Scope of Work and Deliverables:

- Earl McDowell recommended for DETR, GWIB Logistics and Operations Industry Specialist to assist with the completion of Objective #1, “Maintain communication with the Governor’s Office of Economic Development to determine the workforce training needs of companies moving to or expanding in the State of Nevada.”

- Tessa Rognier (DETR, Research and Analysis Bureau Economist) and Tatjana Vokovic (Management Analyst for DETR, Workforce Solutions Unit) volunteered to work on Objective #2, “Identify the critical jobs, skills and competencies needed by the workforce for the industry sector and Objective #3, “ Map the talent pipeline for the sector and identify where the talent needed will come from now...”
- Patricia Falvey (Vice President for Development) volunteered to complete Objective #4, “Analyze and apply workforce intelligence to recommend sector-wide strategies to improve the talent pipeline.”
- Tatjana Vukovic volunteered to complete Objective #5, “Review and recommend workforce development funded training curriculum, activities and credential certifications ...”
- Earl McDowell recommended for Ansara Martino (DETR Grant Writer and Projects Analyst for Workforce Solutions Unit) to assist with completing Objective #7, “Generate public and private resources (including, but not limited to, grants) to support the sector’s work and projects.”
- Earl McDowell informed the Council that DETR has staff that will assist with completing their duties and charges as well as the 2013 Strategic Plan (e.g., Nevada’s Bureau of Research and Analysis and DETR’s Workforce Solutions Unit) to look at trends within Nevada’s Logistics and Operations industry sector and identify any specific training certifications.
- Bramby Tollen with the Clark County School District volunteered to assist both Tessa Rognier and Tatjana Vukovic with completion of Objectives #2, “Identify the critical jobs, skills and competencies needed by the workforce for the industry sector and Objective #3, “ Map the talent pipeline for the sector and identify where the talent needed will come from now...”
- Earl McDowell asked if there were any council members interested in serving as the Chair of the GWIB Logistics and Operations Sector Council? He mentioned that additional membership is desired, especially business leaders.
- Earl McDowell noted that if needed, this Council can establish subcommittees in the future to tackle certain projects this Council may decide to pursue.

A copy of the GWIB Logistics and Operations Sector Council 2013 Strategic Plan template can be viewed at the following link: [..\..\Sector Council Strategic Plan Form Template for Logistics and Operations 3-15-13.doc](#)

VII. **Discussion** – New Business and/or Future Agenda ItemsEarl McDowell

Member suggestions for future agenda items consisted of:

- Approval of the March 13, 2013 Meeting Minutes to be added to next agenda.
- Earl McDowell suggested adding the development of the 2013 Strategic Plan Update to future meeting agenda.
- Earl McDowell recommended for Stephen Settembre (DETR Business Services Representative) to provide an overview of the Nevada’s Workforce Connections program at future meeting.

VIII. Next meeting will be held on Friday, May 17, 2013 at 1:00 p.m.Earl McDowell

It was agreed by the Council that the next GWIB Logistics and Operations meeting will be held on Friday, May 17, 2013 at 1:00 p.m.

IX. **Second Public Comment Session**Earl McDowell

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.

When Earl McDowell announced the second public comment session and invited members of the public to speak. Hearing no comment, he then turned to the next Agenda Item X.

X. Adjournment

After the Chair closed the second public comment session, the meeting was adjourned at 10:29 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
LOGISTICS AND OPERATIONS SECTOR COUNCIL

Krys Bart, Travis Brady, Hannah Brown, Patricia Falvey, Andrew Katz, Commissioner Bob Kershaw, Scott Machabee, Dennis Obregon, Dave Simonsen, Dr. Michael Spangler, Bramby Tollen and Perry Ursem.

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 18, 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.