



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)**  
**Manufacturing Sector Council**  
**Monday, October 7, 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:** Department of Employment, Training & Rehabilitation  
2800 East St. Louis Avenue, Conference Rooms A, B & C  
Las Vegas, NV

Nevada Job Connect  
Reno Town Mall  
4001 South Virginia Street  
Reno, NV

1-877-810-9415  
Access Code 7521358#

**Council Members Present:** Ray Bacon, Gary Blosl, Commissioner Representative Denise Castle, Cornelius Eason, Fredrick Cook, Ryan Costella, Terry Culp, Dr. Haris Doumanidis, Cornelius Eason, Leo Gobbo, Anup Kolatkar, Craig Laub, David McElwain, Jim New, Dana Ryan, Dr. Michael Spangler, David Steiger, Perry Ursem.

**Council Members Absent:** Crystal Abba, Jonathan Begley, Randy Canale, Dasya Duckworth, Commissioner Vida Keller, Ralph Kuprewicz, Dr. David Ching Lee, Terry McGinnis (excused), Councilwoman Gerri Schroder, Fredrick Stater, Brad Woodring (excused).

**Ex-officio Members Present:** Leandra Copeland (DETR Bureau of Research and Analysis), Beth Wicks (Nevadaworks).

**Ex-officio Members Absent:** LeVerne Kelley (WorkforceConnections), Lyle Smith (A.2.Z Staffing, LLC).

**DETR WSU Staff Present:** Earl McDowell, Ansara Martino, Tatjana Vukovic, Odalys Carmona, Doug Van Aman, De Salazar

**Others Present:** Jody Bernal (Clearwater Paper), Debbie Donaldson (Las Vegas Business Press), Suzanne Mastrion (Made In America Foundation), Angela Scissom (NVIE)

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

I. Welcome, Introductions and New Members.....Ryan Costella, Chair  
GWIB Manufacturing Sector Council

Due to technological issues with the videoconferencing equipment, the Chair of this Council, Ryan Costella, called the meeting to order at 10:10 a.m. He then welcomed everyone and thanked them for attending this meeting. New member Dr. Haris Doumanidis, Professor and Chair for the Department of Mechanical Engineering, University of Nevada, Reno, was introduced by the Chair and asked to provide a brief overview of his work background. After Dr. Doumanidis concluded, Mr. Costella then asked Ansara Martino, Grants and Projects Analyst for DETR’s Workforce Solutions Unit, to call roll.

II. Roll call and Establishment of a Quorum ..... Ansara Martino, Grants & Projects Analyst  
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Ms. Martino called roll and informed the Chair that a quorum was present.

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

Ryan Costella asked for Ansara Martino 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** .....Ryan Costella  
Members of the public will be invited to speak; 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.

Mr. Costella announced the First Public Comment Session and invited members of the public to speak. No public comments were made. Hearing none, Ray Bacon, Vice-Chair of this Council, informed everyone about the recent National Manufacturing Day that was held Friday, October 4, 2013. Mr. Bacon mentioned that approximately 600 high school students in Carson City participated with manufacturing industry awareness events that were scheduled throughout that week. Council member Terry Culp informed fellow council members that October is the month of national awareness for the manufacturing industry in the Southern Nevada area. Mr. Culp went on to say that the latest issue of the Nevada Business Magazine will have an insert of a special report from the Nevada Industry of Excellence that will focus on education and future jobs in the manufacturing industry. No additional comments were made.

V. **For Possible Action** – Approval of the September 9, 2013 Meeting Minutes.....Ryan Costella

Mr. Costella asked for approval of the September 9, 2013 Meeting Minutes. A motion was made by Commissioner Representative Denise Castle and seconded by Cornelius Eason. The motion carried unanimously.

VI. **For Possible Action** – Nevada Career Information System.....Darragh Huggins, Economist  
DETR, Bureau of Research and Analysis

Mr. Costella introduced and welcomed Darragh Huggins, from DETR’s Bureau of Research and Analysis, to provide an overview of the Nevada Career Information System (NCIS) on-line system and its features. NCIS is an online comprehensive career guidance system. Utilizing a PowerPoint presentation,

Ms. Huggins demonstrated the NCIS system, explained how to use its features, and answered any questions that arose. Ms. Huggins mentioned that the system is updated every year and DETR's Bureau of Research and Analysis data information is updated constantly since they are the maintainers of the NCIS database system. Listed below are some of the Nevada Career Information System contents and features:

- **My NCIS Account** – This feature allows individuals to create a personal account to save education and work history information.
- **Programs of Study** – Access information on hundreds of programs of study that lead to a certificate, associate, bachelor's, master's and/or a Ph.D. degree. The system also links to related financial aid, scholarships and occupational information.
- **Occupations** – Access information on hundreds of occupations, related wages and employment outlook.
- **Job Search Resources** – This tool provides helpful resume writing tips and samples, job interview preparation suggestions and videos.

Mr. Costella commended and thanked Ms. Huggins for her presentation and opened the floor to Council members for discussion and comments. A Council member asked whether or not a Spanish version of the NCIS website will become available for use. Ms. Huggins confirmed that there are some components with Spanish translation options. However, to add a Spanish language version to the entire NCIS system at this time would be very expensive and not cost effective. Another question was asked concerning the endorsement of credentials from high school to entry-level or technical positions. Can those credentials be shown as preferred on DETR's NCIS on-line system? Ms. Huggins confirmed that any in-demand certifications from employers can be integrated into the NCIS. Mr. Costella asked that a copy of the PowerPoint presentation be circulated to Council members for their review.

To view a copy of DETR's Nevada Career Information System flyer, click on the following link:[S:\detradmin\workforcesolutionsunit\Sector\\_Councils\Manufacturing\2013\\_Manufacturing\\_Sector\\_Council\\_Meetings\Manufacturing\\_Sector\\_Council\\_Meeting\\_Information\\_for\\_10-07-13\NCIS\\_Flyer13\\_new.pdf](S:\detradmin\workforcesolutionsunit\Sector_Councils\Manufacturing\2013_Manufacturing_Sector_Council_Meetings\Manufacturing_Sector_Council_Meeting_Information_for_10-07-13\NCIS_Flyer13_new.pdf)

To view a copy of DETR's Nevada Career Information System – Spanish Version flyer, click on the following link:[S:\detradmin\workforcesolutionsunit\Sector\\_Councils\Manufacturing\2013\\_Manufacturing\\_Sector\\_Council\\_Meetings\Manufacturing\\_Sector\\_Council\\_Meeting\\_Information\\_for\\_10-07-13\S\\_NCIS\\_Flyer13\\_new.pdf](S:\detradmin\workforcesolutionsunit\Sector_Councils\Manufacturing\2013_Manufacturing_Sector_Council_Meetings\Manufacturing_Sector_Council_Meeting_Information_for_10-07-13\S_NCIS_Flyer13_new.pdf)

VII. **For Possible Action** – Letter of Endorsement for the Bachelor of Applied Science in Engineering Technology at College of Southern Nevada .....Ryan Costella

Ryan Costella reminded everyone about the presentation that Dr. Michael Spangler, Dean of the School of Advanced & Applied Technologies with the College of Southern Nevada (CSN), gave at the last meeting and had asked for a possible letter from this Council to endorse a CSN Bachelors of Applied Science (BAS) for the Engineering Technology degree. Mr. Costella said he was concerned that the NAICS codes only had a small amount of representation for occupations in the manufacturing industry and he was hesitate to endorse the letter as requested at this time.

Dr. Spangler addressed Mr. Costella's concerns and stated that the survey that was originally conducted and used to develop the degree program reviewed NAICS codes based on input from a sizable list of advisory individuals within the manufacturing industry. Dr. Spangler also stated that the proposed CSN Bachelors of Applied Science degree includes a broader range of training in order to address other industry's needs, such as defense contractors and information technology providers.

Council member Ray Bacon asked a question to clarify whether the data collected in the survey was gathered from other industries and not just focused only on manufacturing. Dr. Spangler answered that he originally requested for the respondents to self identify; however, he received very open-ended responses. Dr. Spangler also stated that use of the title “engineering” has been a major challenge with the survey for how each respondent defines engineering. Dr. Spangler stated that CSN defines engineering in a traditional academic way, whereas an industry respondent may have considered industry specific definitions.

Council member Frederick Cook voiced his opinion to accept CSN’s proposed BAS Engineering degree, which he said he believes will support individuals who may have the soft skills to enter into the manufacturing workforce and just need to acquire the educational background and work experience.

Dr. Spangler confirmed that the CSN Bachelors of Applied Science program is strictly focused on technology programs versus industry licensing programs.

Mr. Bacon recommended for Dr. Spangler to also seek support from the GWIB Information Technology Sector Council to assist with any computer technology industry feedback and/or concerns. Dr. Spangler confirmed that Information Technology networking occupations is one of the options provided within the proposed BAS engineering program and he will be sending out information to individual companies requesting their endorsement.

Mr. Costella agreed to draft a possible letter of endorsement for this Council’s consideration at next scheduled meeting on November 4, 2013.

To view a copy of the Manufacturing and Engineering Technology Presentation, click on the following link: [S:\detradmin\workforcesolutionsunit\Sector\\_Councils\Manufacturing\2013\\_Manufacturing\\_Sector\\_Council\\_Meetings\Dr. Michael Spangler Presentation - GWIB Manufacturing Sector Council Meeting 09-09-13.ppt](S:\detradmin\workforcesolutionsunit\Sector_Councils\Manufacturing\2013_Manufacturing_Sector_Council_Meetings\Dr. Michael Spangler Presentation - GWIB Manufacturing Sector Council Meeting 09-09-13.ppt)

To view a copy of the CSN Engineering Technology Industry Demand Survey Data, May 2013, click on the following link:[S:\detradmin\workforcesolutionsunit\Sector\\_Councils\Manufacturing\2013\\_Manufacturing\\_Sector\\_Council\\_Meetings\Manufacturing\\_Sector\\_Council\\_Meeting\\_Information\\_for\\_10-07-13\2013-5-30\\_CSN\\_Engineering\\_Technology\\_Industry\\_Demand\\_Survey\\_Results.pdf](S:\detradmin\workforcesolutionsunit\Sector_Councils\Manufacturing\2013_Manufacturing_Sector_Council_Meetings\Manufacturing_Sector_Council_Meeting_Information_for_10-07-13\2013-5-30_CSN_Engineering_Technology_Industry_Demand_Survey_Results.pdf)

VIII. **For Possible Action** – Subcommittee Update and Considerations of Adding a Student Advisory Subcommittee .....Ryan Costella

Mr. Costella expressed the importance of having a Student Advisory Subcommittee. He mentioned that it would be useful to have students input, which would be very valuable for this Council. He then encouraged Council members to volunteer their participation with this Subcommittee. Listed below are the current Student Advisory Subcommittee members:

**Student Advisory Subcommittee**

- Ryan Costella – *Chair*
- Fred Cook
- Dana Ryan (delegated by Pedro Martinez)
- Odalys Carmona (WSU Staff)

IX. **For Possible Action** – 2013 Strategic Plan Update .....Ryan Costella

Mr. Costella invited each Subcommittee Chair to provide an update of their scope of work in the draft GWIB Manufacturing Sector Council Strategic Plan and commended Mr. Frederick Cook, Chair of the 2013-2014 GWIB Manufacturing Strategic Plan Subcommittee, for his outstanding work with providing a draft of the plan for this Council.

Mr. Cook provided an update regarding soliciting feedback on the draft document. He stated that Commissioner Representative Denise Castle provided a recommendation for this Council to combine the Adult Workforce Development with the Talent Demand Subcommittee and absorb the Unemployed/Under Skilled Subcommittee. Mr. Cook committed to have a revised draft of the strategic plan with the inclusion of the suggestions made by Commissioner Representative Castle for this Council's review within the next two weeks. Mr. Costella stated that to support this Council's initiatives he would like for each Subcommittee Chair to provide an update of their Subcommittee charge and duties report for the draft 2013-2014 Strategic Plan by November or December 2013.

Mr. Earl McDowell, Deputy Administrator for the Workforce Solutions Unit, commented on the GWIB WIA (Workforce Investment Act) funding process and asked for this Council to submit their manufacturing training recommendations for the 2013-2014 Strategic Plan. These recommendations will also be provided to the GWIB for their WIA funding process. Mr. McDowell also told the Council they should make training recommendations that could be used as a basis for a separate pilot program.

Council member Ray Bacon asked whether the pilot program is looking for new skills for none existing state programs or looking for potential manufacturing industry areas where the skills are needed for work performance. For example, with the diesel mechanics drastic need for capacity. Mr. McDowell provided clarification by stating that both the WIA funding and recommended pilot program training will be determined by the expert industry advisement of this Council. Mr. McDowell then emphasized that the sole purpose of any training programs and certifications is to ensure employment within the manufacturing industry. Mr. Costella asked that Council members make their training recommendations for both the WIA funding recommendations and the pilot program that are focused on the demand driven needs of the manufacturing industry. He also asked for members to consider the appropriate training programs for each of their recommendations. Mr. Costella expressed the great need to retain talent in Nevada.

To view a copy of the draft Operational Strategy Statement for this Council's 2013-2014 GWIB Manufacturing Sector Council Strategic Plan, click on the following link:[S:\detradmin\workforcesolutionsunit\Sector\\_Councils\Manufacturing\Draft\\_Operational\\_Strategy\\_Statement.docx](S:\detradmin\workforcesolutionsunit\Sector_Councils\Manufacturing\Draft_Operational_Strategy_Statement.docx)

X. **For Possible Action** – New Business and Future Agenda Items .....Ryan Costella

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

- Update on the 2013 GWIB Manufacturing Sector Council Strategic Plan.
- Draft letter to be review by the Council members to endorse Dr. Spangler's proposed engineering industry degree.
- Update on the Student Advisory Subcommittee.
- 2013 Strategic Plan Subcommittee Chair's Report update.

XI. **Discussion** – Next scheduled meeting will be held on Monday, November 4, 2013 at 10:00 a.m. ..  
.....Ryan Costella

Mr. Costella announced that the next GWIB Manufacturing Sector Council Meeting is scheduled for Monday, November 4, 2013 at 10:00 a.m. A meeting reminder will be sent to Council members and the agenda will be publically posted.

XII. **Second Public Comment Session** .....Ryan Costella  
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. Costella announced the Second Public Comment Session and invited members of the public to speak, no comments were made. Hearing no comments, he then turned to Agenda Item XIII.

XIII. Adjournment .....Ryan Costella

Ryan Costella adjourned the meeting at 11:17 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**  
**MANUFACTURING SECTOR COUNCIL**

Crystal Abba, Ray Bacon (Vice-Chair), Gary Blossl, Ryan Costella (Chair), Jonathan Begley, Randy Canale, Commissioner Representative Denise Castle, Frederick Cook, Terry Culp, Dasya Duckworth, Dr. Haris Dومانيدلس, Cornelius Eason, Leo Gobbo, Commissioner Vida Keller, Anup Kolatkar, Ralph Kuprewicz, Craig Laub, Dr. David Ching Lee, Pedro Martinez, David McElwain, Terry McGinnis, Elizabeth Muse, Jim New, Councilwoman Gerri Schroder, Dr. Michael Spangler, Fredrick Stater, David Steiger, Perry Ursem and Brad Woodring

**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 Friday, October 4, 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.