



## 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

*Some members of the Council may have attended the meeting and other persons may have observed the meeting and provided testimony through a simultaneous videoconference and teleconference conducted at the following locations or by calling the number and access code listed below:*

**Name of Organization:** Governor's Workforce Investment Board (GWIB)  
Manufacturing Sector Council

**Date and Time of Meeting:** **Monday**, November 4, 2013  
10:00 a.m.

**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

Department of Employment, Training & Rehabilitation  
500 East Third Street, 1<sup>st</sup> Floor Auditorium  
Carson City, NV

1-877-810-9415

**Council Members Present:** Ray Bacon, Gary Blosl, Frederick Cook, Dr. Haris Doumanidis, Dasya Duckworth, Cornelius Eason, Geo Gobbo, Commissioner Vida Keller, Dr. David Ching Lee, Craig Laub, David McElwain, Elizabeth Muse, Jim New, Councilwoman Gerri Schroder, Dr. Michael Spangler, David Steiger, Dana Ryan, Mike Skaggs.

**Council Members Absent:** Ryan Costella (excused), Crystal Abba, Jonathan Begley, Randy Canale, Commissioner Representative Denise Castle (excused), Terry Culp (excused), Anup Kolatkar, Ralph Kuprewicz, Terry McGinnis, Fredrick Stater (excused), Brad Woodring (excused).

**Ex-officio Members Present:** Leandra Copeland, LeVerne Kelley, Beth Wicks, Ken Pierson, Kirstie Ruvalcaba.

**Ex-officio Members Absent:** Lyle Smith.

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

**Others Present:** Judy Turgiss (CSN/DETR Partnership), Jody Bernal (Clearwater Paper).

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

## **AGENDA**

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

The Vice-Chair of this Council, Ray Bacon, called the meeting to order at 10:00 a.m. and announced that he will be standing in for the Chair, Ryan Costella, in today's meeting. Mr. Bacon welcomed everyone, thanked them for attending the meeting and 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, Department of Employment, Training and Rehabilitation (DETR)

Ms. Hopkins called roll and informed Mr. Bacon that a quorum was present.

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

Mr. Bacon asked Ms. Hopkins to verify that the agenda for today's meeting was posted according to NRS 241.020. Ms. Hopkins confirmed that it was.

- IV. **First Public Comment Session** ..... Ryan Costella  
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.

Mr. Bacon announced the First Public Comment Session.

Council member Fredrick Stater questioned the absence rule in the GWIB Industry Sector Council Bylaws and questioned whether the Council should drop members who have not been attending meetings and who have not responded to emails. He stated that he strongly suggests that unexcused absences are enforced. Mr. Bacon asked if there were any other comments on the matter. Earl McDowell, Deputy Administrator for DETR's Workforce Solutions Unit, responded that attendance records will be sent to the Chair of this Council, Ryan Costella, and he may exercise his right to remove those from membership with an attendance issue as allowed for in the GWIB Industry Sector Council Bylaws.

It was noted that Council member Pedro Martinez will replacing himself on the Council with Dana Ryan, also of Washoe County School District.

Mr. Bacon asked if there were any other comments and confirmed there were none in Las Vegas, Reno, Carson City, nor on the telephone conferencing line. Hearing none, Mr. Bacon closed the Second Public Comment Session and turned to agenda item V.

- V. **For Possible Action** – Approval of the October 7, 2013 Meeting Minutes..... Ryan Costella

Mr. Bacon asked the Council members if they had the opportunity to review the October 7, 2013 meeting minutes and if there were any corrections to be made. Council member Dave Steiger stated that he was listed as absent at the October 7, 2013 meeting; however, he was present. Ray Bacon stated that Dana Ryan should also be noted as present at the meeting. Cornelius Eason made a motion to approve the

minutes with the noted corrections and that motion was seconded by Jim New. All were in favor. None were opposed. The motion carried.

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

Michael Spangler stated that he wanted to clarify a few things for the Council. He said that the College of Southern Nevada is proceeding with their application for a Bachelor of Applied Science (BAS) in Engineering Technology. He went on to say Chairman Costello sent him some information and draft language that will benefit the council. Mr. Spangler continued by saying he would like to recommend an endorsement of this program. He stated that the college will be starting with two different areas under Engineering Technology that can be accredited by Accredited Body for Engineering Technology (ABET). The areas are in electronics and networking. Once the BAS is approved by the Board of Regents additional concentration areas can be added and the next step would be to look at industrial and manufacturing options; however, he said the first task is to get the BAS approved and as of yet it is no means a given. Mr. Bacon asked if the draft that Mr. Costella sent over was adequate for what was needed for now. Mr. Spangler responded by saying absolutely. Mr. Bacon asked the council to take motion on this action. Mr. Cook proposed that the Council take action to endorse the draft as written and for Michael Spangler to go forward with his initiative. Dasya Duckworth seconded the motion. All were in favor. None were opposed. The motion carried.

VII. **For Possible Action** – Adoption of the 2013 GWIB Manufacturing Sector Council Strategic Plan .....Ryan Costella  
Frederick Cook, Chair, GWIB Manufacturing Sector Council, Strategic Plan Subcommittee

Mr. Bacon asked if Mr. Cook had received any suggestions from Council members to make changes or additions to the Strategic Plan or ready for a motion. Mr. Cook answered by stating he had solicited responses but received none other than from the Chair. Mr. Cook made the suggestion to adopt the Strategic Plan as a working document and not just as a draft. The motion was seconded by Councilwoman Gerri Schroder. All were in favor. None were opposed. The motion carried.

VIII. **For Possible Action** – Student Advisory Subcommittee Update.....Ryan Costella

Mr. Bacon asked if any Council member had information on the Student Advisory Subcommittee. Mr. Cook responded by saying that being a member of the subcommittee, there was currently no update. Mr. Bacon stated the Student Advisory Subcommittee update be tabled for this Council’s next meeting.

IX. **For Possible Action** – Discussion on the Status of Individual Subcommittee Strategic Plan Updates and Activities.....Ryan Costella

- Certifications.....Ryan Costella, Chair
- K-12 Educations.....Pedro Martinez, Chair
- Adult Workforce Development..... Denise Castle, Chair
- Unemployed/Under Skilled..... Denise Castle, Chair
- Talent Demand..... Frederick Cook, Chair
- Early Childhood Education..... Dasya Duckworth, Chair
- Post-Secondary Education ..... David Steiger, Chair
- Development of Metrics.....Leo Gobbo and Rick Stater

Discussion on the Status of Individual Subcommittee Strategic Plan Updates and Activities: Mr. Bacon stated that had a discussion in length with the Chair last week regarding the individual subcommittees and this is where the Chair would like the subcommittees to proceed. For those Council members on the

individual subcommittees members must present a report at the upcoming December meeting. Included in the report the Chair would like a statement as to where they are at and an action plan to be included for the December meeting. Mr. Bacon added that the action plan will be included in the report that goes to the Governors Workforce Development Investment Board. Mr. Bacon stated these would be action items in the December meeting. He stated that the Chair wanted an action list as to what is expected to get accomplished as well as a time table for the actions that will be presented.

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

Mr. Bacon stated that he wanted to schedule this Council’s 2014 meetings for the first Monday of each month excluding holidays. The only concern on his suggested meeting date schedule for 2014 would be September since the first Monday is Labor Day, so he would like to move the meeting up one week for that month. Mr. Bacon said that an approval of the 2014 meeting dates would be an action item on the next meeting agenda. Mr. Bacon asked if there were any questions or comments.

Mr. Earl McDowell, Deputy Administrator for DETR’s Workforce Solutions Unit, stated there was a couple items that he believed should be added to the December meeting agenda. Mr. McDowell explained that the Governor’s Workforce Investment Board (GWIB) wants each of the sector councils to identify the top occupations in demand for their industry and the GWIB is relying on this input from each council so they can provide the guidance and direction to the local workforce investment boards for how to spend the allocated 25% WIA funding as specified in Governor Brian Sandoval’s Executive Order 2012-18. Next, Mr. McDowell informed the Council that they also can identify an occupation that has an immediate need to be filled in their industry and request a short-term pilot project training program that would help fill those needs. For example, if the industry needs 30 welders based on current employers’ needs, the Council can request this training through a pilot program. The funding source for the pilot programs is separate from the WIA funding. Lastly, Mr. McDowell requested that the Council finalize their 2013-2014 Strategic Plan. The plan will also be given to the GWIB for their review. Mr. McDowell went on to say he would have the Pilot Letter that was sent to the Chair be sent to the Council members. Mr. McDowell added that Leandra Copeland with DETR’s Bureau of Research and Analysis will provide the Council with updated data on the in-demand occupations for the manufacturing industry. In addition, he would ask the Business Services Representatives from Nevada Job Connect who are designated to this Council to give members an update as to what employers they are currently working with.

Mr. Bacon asked the Council members once they receive the copy of the Pilot Project Letter that was sent to their Chair, Ryan Costella, to forward their suggestions or ideas to the Chair before the December meeting and with the deadline being Thanksgiving, which is Thursday, November 28, 2013.

XI. **Discussion** – Next scheduled meeting will be held on Monday, December 2, 2013 at 10:00 a.m....  
.....Ryan Costella

This Council’s next meeting will be held on Monday, December 2, 2013 at 10:00 a.m.

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.

De Salazar, Program Specialist assigned to this Council from DETR’s Workforce Solutions Unit greeted the Council and stated that in reference to agenda item VIII a Student Advisory Subcommittee brainstorming session had been scheduled for November 13, 2013. Invitees included Council members Ryan Costella, Fred Cook, David McElwain and Odalys Carmona, who is the Youth Liaison for DETR’s Workforce Solutions Unit.

Mr. Bacon suggested if anyone is interested there was a radio station on NPR.org that had a clip on IBEST out of the State of Washington, and it sounded like a good program that this Council might want to consider for similar implementation here in Nevada.

Mr. Michael Skaggs from the Governor’s Office of Economic Development (GOED) stated he would be replacing Perry Ursem as the GOED Industry Specialist member for this Council.

XIII. Adjournment .....Ryan Costella

Mr. Bacon adjourned the meeting at 10:50 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 Blosl, Ryan Costella (Chair), Jonathan Begley, Randy Canale, Commissioner Representative Denise Castle, Frederick Cook, Terry Culp, Dasya Duckworth, Dr. Haris Doumanidls, 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, November 1, 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.