



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, February 3, 2014**

**10:00 a.m.**

*Some members of the Council may be attending the meeting in person or 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 Rooms A, B & C  
Las Vegas, NV

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

**Council Members Present:** Ray Bacon, Fredrick Stater, Leo Gobbo, Denise Castle, Mike Skaggs, Councilwoman Gerri Schroder, David McElwain, Terry Culp, Jonathan Begley, Crystal Abba, Jim New, Dr. David Ching Lee, Cornelius Eason, Gary Blosl, Dr. Michael Spangler, Anup Kolatkar, David Steiger, Dasya Duckworth, Craig Laub, Chris Zunis.

**Council Members Absent:** Ryan Costella, Ralph Kurpewicz, Vida Keller, Dana Ryan, Randy Canale, Elizabeth Muse, Terry McGinnis, Brad Woodring, Dr. Haris Doumanidis.

**Ex-officio Members Present:** Leandra Copeland, Beth Wicks, Ken Pierson, Kirstie Ruvalcaba, Mark Henderson

**Ex-officio Members Absent:** Lyle Smith, Patricia Baker.

**DETR/WSU Staff Present:** Earl McDowell, Ansara Martino, Tatjana Vukovic, Odalys Carmona, De Salazar, Coralie Peterson

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

## AGENDA

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

Mr. Ray Bacon, Vice-Chair of this Council, called the meeting to order at 10:00 a.m. and informed the Council that he would be substituting today for the Chair, Ryan Costella. Mr. Bacon welcomed everyone and thanked them for attending this meeting. Mr. Bacon then welcomed new Council member, Ray Henderson, Workforce Services Representative with DETR's Nevada JobConnect, and 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)

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

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

Mr. Bacon asked Ms. 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** .....Ray Bacon  
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; however, no public comments were made. Hearing none, Mr. Bacon then turned to agenda item V.

- V. **For Possible Action** – Approval of the January 6, 2014 Meeting Minutes .....Ray Bacon

Mr. Bacon asked the Council members if they had an opportunity to review the January 6, 2014 Meeting Minutes. A motion to approve the minutes was made by Commissioner Representative Denise Castle and seconded by Jim New, Truckee Meadows Community College. All were in favor. None were opposed. The motion carried.

- VI. **For Possible Action** – Data on the Standard Occupational Classification (SOC) System for  
Manufacturing Occupations.....Patricia Baker, Business Services Representative  
Nevada JobConnect, DETR

Due to Ms. Baker's inability to be present at today's meeting, Mr. Bacon said that this item is tabled for a future meeting.

- VIII. **For Possible Action** – Review of the 2014 Strategic Plan.....Ray Bacon

Mr. Bacon asked the members if they had opportunity to review the Council's 2014 Strategic Plan and if there were any comments, corrections or annotations. Dr. David Ching Lee stated that he just obtained a copy of the Strategic Plan, did not have one previously, and in a quick review he had not discovered the stated mission of the Council in the Plan itself. Mr. Bacon mentioned that this could be found in the GWIB Industry Sector Council Bylaws; however, Dr. Ching Lee suggested this Council also include it in their Strategic Plan in the "Overview" section. Mr. Bacon asked Dr. Ching Lee if he would be willing to draft the mission statement that he would like to see included in the Strategic Plan, send it to Ansara Martino to be forwarded to Mr. Bacon and the Chair of this Council, Mr. Costella, for their review prior to the next Council meeting. Dr. Ching Lee agreed. Another Council member questioned whether the

Strategic Plan had been approved. It was pointed out and confirmed by member Denise Castle that the Plan had been approved by the Council at their November 4, 2014 meeting.

**IX. For Possible Action – Review of the In-Demand Occupations.....Ray Bacon**

Earl McDowell mentioned that Ryan Costella gathered information resulting in a list of in-demand jobs, which were then presented to the Governor’s Workforce Investment Board during their quarterly meeting in January 2014. This list of in-demand jobs in manufacturing within Nevada will be used as the focus for funding for the upcoming year by the local workforce investment boards and the list may be updated periodically for additional in-demand jobs that are identified in the manufacturing sector. This will ensure that the State’s funding is used specifically for jobs that exist.

Mr. Bacon added that Leandra Copeland did a comparison of top growth jobs in the manufacturing sector with the other industries in Nevada. The vast majority of jobs available were in the manufacturing sector. Mr. Bacon offered to provide copies of the summary to members who may not have received the original summary.

**X. For Possible Action – Review of the Pilot Program.....Ray Bacon**

Mr. Bacon asked that Earl McDowell advise members as to results and the timing of the Pilot Program. Earl McDowell stated he met with Frank Woodbeck and Dennis Perea, and they are in the next stage of the process where they are obtaining additional information and cost estimations for each Council. Mr. McDowell stated that he will continue to provide updates and overall information for how the program proposals are progressing.

Mr. McDowell also mentioned that most businesses are not aware of all the services DETR and its divisions offer and members made a number of suggestions as to ways in which marketing and outreach for the sector councils and the pilot programs could be improved. Mr. McDowell informed the Council that he is looking into the creation of brochures for each of the industry sectors and the input of the Council members would be essential. One member stated that the regional development authorities would consider an appealing marketing piece and/or brochures to be a great asset in their discussions regarding business expansion and retention. Council member Terry Culp offered to assist DETR’s Public Information Officer in the creation of the marketing brochures and he said that the revival of the Manufacturing Networking Breakfasts would be a great venue to share information directly as to what assistance is available in order for businesses to become more prosperous in Nevada.

Mr. Bacon suggested that each council member or a key employee from their group take at least one of NCRC tests prior to the March meeting, and he said this would give them an idea of the process, tools and nature of the questions. Other members concurred.

**XI. For Possible Action – New Business and Future Agenda Items.....Ray Bacon**

Mr. McDowell informed the Council that he will schedule DETR Director Frank Woodbeck and Nevada Business Development Center (DETR/CSN) Coordinator Judy Turgiss attend a future meeting so the Director can give the Council an update and Ms. Turgiss can provide an overview of a New Careers program at CSN, to be expanded in near future at Great Basin, Truckee Meadows and Western Nevada Community Colleges. DETR Workforce Solutions Unit Youth Liaison, Odalys Carmona, will be scheduled to introduce the career pathways.

A presentation by Aerospace and Defense representatives has been delayed until a future meeting since UAV projects, such as the Silver Springs Airport, are still developing their plans.

A question was raised by Council member David Steiger as to how subcommittee meetings are handled for open meeting law, legal statutes, etc. Earl McDowell stated that this Council’s subcommittee

meetings are held to the same open meeting law standards that the full Council is held to. Mr. McDowell explained that DETR's Workforce Solutions Unit will handle all the meeting arrangements, such as the meeting room reservations, publically posting the agenda and sending out invitations and/or notifications to the list of attendees, etc. Mr. Bacon stressed the need to err on the side of caution if a member is not sure, they can ask questions, but there is a need to make sure that the activities of this Council and its Subcommittees stay within the parameters of what is legally allowed and required.

XII. **For Possible Action** – The next meeting will be on March 3, 2014 at 10:00 a.m. ....Ray Bacon

Mr. Bacon announced that the next Council meeting will be held on Monday, March 3, 2014 at 10:00 a.m.

XIII. **Second Public Comment Session** .....Ray Bacon

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. Bacon announced the Second Public Comment Session.

Dave McElwain announced that on behalf of the College of Southern Nevada and Clark County School District he would like to inform the Council that there will be the 10<sup>th</sup> Annual Science and Technology Expo to be held at the Cheyenne Campus of CSN on April 25, 2014 from 8:00 a.m. to 2:00 p.m. He invited any Council members and other interested persons to attend.

Chris Zunis informed the Council that he is seeing good trends for many new manufacturing clients interesting in relocating to or expanding in the Nevada market.

Mike Skaggs asked that DETR's Carson City office be included as a meeting location for videoconferencing. Earl McDowell acknowledged Mr. Skaggs request and stated that usually the Carson City office is booked; however, it was unavailable for today's meeting.

XIV. **Adjournment** .....Ray Bacon

Ray 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**

Ryan Costella (Chair), Ray Bacon (Vice Chair), Ralph Kuprewicz, Fredrick Stater, Frederick Cook, Leo Gobbo, Commissioner Vida Keller, Commissioner Representatie Denise Castle, Mike Skaggs, Councilwoman Gerri Schroder, David McElwain, Terry Culp, Jonathan Begley, Dana Ryan, Randy Canale, Crystal Abba, Jim New, Dr. David Ching Lee, Cornelius Eason, Elizabeth Muse, Gary Blosl, Dr. Michael Spangler, Anup Kolatkar, David Steiger, Dasya Duckworth, Terry McGinnis, Craig Laub, Brad Woodring, Dr. Haris Doumanidis

**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, January 31, 2014.*

**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.