



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)
Tourism, Gaming and Entertainment Sector Council
Thursday, May 30, 2013
9:00 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: Bobbie Barnes, Jill Bell, Aubrey Branch, Colleen Henry, Dr. Jean Hertzman, Katherine Jacobi, Gary Perea, Rick Hunt for Mark Olson, Shaundell Newsome, David Philippi, Councilman Steve Ross, Joan Rutledge, Carole Smith, Commissioner Bonnie Weber.

Council Members Absent: Jeffrey Ball, Nance Dodie, Monica Ford, Larry Friedman, Lance Garrick, Bobbie Gerst, Joe Murphy, Councilman Steve Ross, Henry Terry.

Ex-officio Members Present: Melinda Lyons.

Ex-officio Members Absent: Marianne Segurson, Ricardo Villalobos.

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

Others Present: Gwendolyn Grove (DETR, JobConnect), Krista Marshall (DETR, JobConnect), Jim Fleming (GWIB), Karen Sessle (NV Department of Education), Mae Worthey (DETR).

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

I. Welcome, Introductions and New Members..... Katherine Jacobi, Chair
Governor’s Workforce Investment Board, Tourism, Gaming and Entertainment Sector Council

The Chair of this Council, Katherine Jacobi, called the meeting to order at 9:00 a.m., welcomed everyone and thanked them for attending this meeting. A new member to this Council was welcomed by the Chair and introduced to the Council: Shaundell Newsome. She 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)

Derita Hopkins called roll and initially informed the Chair that a quorum was not present; however, member Commissioner Bonnie Weber joined the meeting via teleconference and a quorum was then established.

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

Katherine Jacobi 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** Katherine Jacobi
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 Ms. Jacobi announced the First Public Comment Session, Mr. Earl McDowell, Deputy Administrator of DETR’s Workforce Solutions Unit, invited and introduced Mae Worthey, DETR’s Public Information Officer, to comment. Ms. Worthey introduced herself and informed the Council that she is responsible for DETR’s media relations, marketing and public information. Ms. Worthey then informed the Council members that she’s currently working on DETR’s Workforce Solutions Unit website and anticipates a completion date within the next two weeks. She then offered this Council her expertise with any ideas they may have and asked Council members to forward any media information received directly to her for review. No additional comments were made.

V. **For Possible Action** – Approval of the April 30, 2013 Minutes..... Katherine Jacobi

Katherine Jacobi asked for approval of the April 30, 2013 Meeting Minutes. The motion was made by Gary Perea and seconded by Commissioner Bonnie Weber. The motion carried unanimously.

VI. **Discussion** – Brief Overview of the Grants and Funding Process Ansara Martino
Grants and Policy Analyst, Workforce Solutions Unit, DETR

Katherine Jacobi introduced Ansara Martino, Grants and Policy Analyst for DETR’s Workforce Solutions Unit, and asked her to provide the Council with an overview of the grants and funding process. Ms. Martino informed the Council members that her role and responsibilities include researching and identifying potential funding sources, such as foundational or federal grants, for the Governor’s Workforce Investment Board Industry Sector Councils. She stated that each GWIB Industry Sector Council would first identify their specific workforce training needs and she would then look for funding sources that match the goals. She would then analyze the requirements of the grant and consider the likelihood of it being funded. Ms. Martino would bring the final grant proposal and all required

documentation to the council for recommendation on whether or not to pursue the opportunity for submission prior to the deadline date. Ms. Martino informed the council members that DETR has a specific department that takes care of the grants final follow-up reporting and post-award analytical information required by the funder.

Next, the Chair of this council, Katherine Jacobi, asked Mr. Earl McDowell, DETR Deputy Administrator for the Workforce Solutions Unit, to provide a brief overview of how services are funded through DETR. Mr. McDowell briefed the council how funding is received from the federal government through the U.S. Department of Labor and directed to the State Workforce Investment Board (SWIB). He then mentioned that the SWIB determines the formula to distribute funds to both the Northern Nevada and Southern Nevada regions to help increase opportunities for occupational skill attainment and improve workforce development. He then expressed how important each of the GWIB Industry Sector Councils 2013 Strategic Plan initiatives will be to identify and outline specific training and certification programs needed for each council's respective industry. The councils report this information to the GWIB and DETR's Workforce Solutions Unit provides all of the administration support and guidance for the councils.

VII. For Possible Action – Development of the Tourism, Gaming and Entertainment 2013 Strategic Plan Katherine Jacobi

Katherine Jacobi identified the established Subcommittees listed below and informed council members that a brief intake form will be sent out to identify which Subcommittee they are interested in participating on. She advised the council members that the interest intake form will help identify specific areas and formulate what training funds are needed. This council established a Retail Subcommittee and a Gaming Subcommittee. Katherine Jacobi also requested for each council member to provide a brief overview of their business area background so fellow members could understand what each member can contribute to the efforts of this council.

VIII. For Possible Action – New Business and Future Agenda Items Katherine Jacobi

Katherine Jacobi invited the council to talk about any new business relative to the Tourism, Gaming and Entertainment industry and make suggestions for future agenda items to be discussed at the next scheduled meeting. Listed below are the suggestions, recommendations, requests and comments made for the future meeting agenda:

- It was recommended to invite a representative from Nevada's JobConnect to speak on the Silver State Works Program and other workforce development programs.
- Earl McDowell volunteered to provide other GWIB Tourism, Gaming and Entertainment resources representatives to speak at future meetings.
- It was recommended for council members to identify potential membership to add to this council based on the nominee's area of expertise and the aspects of the industry they represent.
- Katherine Jacobi asked for everyone to identify some workforce development needs and invite some business industry representatives to speak at future meetings.
- Earl McDowell volunteered to send the council members a current membership list that would outline the different membership categories and business areas of industry representation.
- Katherine Jacobi requested for each council member to complete the brief interest intake form prior to the next scheduled meeting.
- The next GWIB Tourism, Gaming, and Entertainment Meeting is scheduled for Wednesday, August 7, 2013 at 10:00 a.m.

IX. Second Public Comment Session Katherine Jacobi
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.

Katherine Jacobi announced the Second Public Comment Session and invited members of the public to speak. Hearing no comments, she then turned to Agenda Item X.

X. Adjournment Katherine Jacobi

After the Chair closed the Second Public Comment Session, the meeting was adjourned at 9:50 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
TOURISM, GAMING AND ENTERTAINMENT SECTOR COUNCIL

Katherine Jacobi, Gary Perea, Colleen Henry, Lance Garrick, Joe Murphy, Carol West, Joan Rutledge, Donald Snyder, Bobbie Barnes, Dr. Jean Hertzman, Nance Dodie, Mark Olson, Bob Gerst, Councilman Steve Ross, Commissioner Bonnie Weber, Jeffrey Ball, Henry Terry, David Philippi, Monica Ford, Aubrey Branch, Jill Bell and Larry Friedman.

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 Wednesday, May 29, 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.