



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)
Aerospace and Defense Sector Council
Friday, March 20, 2015
10:00 a.m.**

Place of Meeting: Department of Employment, Training & Rehabilitation
2800 East St. Louis Avenue, Conference Rooms A-C
Las Vegas, NV

Some members of the Council may be attending the meeting and provide testimony through a simultaneous videoconference and teleconference and other persons may observe the meeting conducted at the following locations listed below:

Department of Employment, Training & Rehabilitation
500 East Third Street, 1st Floor Conference Room
Carson City, NV

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

Council Members Present: James Callahan, Kenneth Thompson, Dr. Lila Glaser, Thomas Wilczek, Dr. James Kuzma, Commissioner Clifford Cichowlaz, Russell Carlson, Edwin Mirzakhanian, Greg Stanley, Reza Karamooz

Council Members Absent: Dr. Kenneth Witcher (excused), Michael Bradshaw (excused), Nancy Wong, Jim New, Dr. Bobby McMasters, Tim McAllister, Shelley Hartmann, Keith Hansen, Dr. Jeff Thompson, Morgan Bunker

Ex-officio Members Present: Christopher Robison, Ardell Galbreth, Lisa Myers, Will Lockheart, Tonya Schlattman

Ex-officio Members Absent: None

DETR WSU Staff Present: De Salazar, Coralie Peterson.

Others Present: Angelina Lynch (WISS)

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

- I. Welcome, Introductions and New Members.....James Callahan, Vice- Chair
Governor’s Workforce Investment Board, Aerospace and Defense Sector Council

The Vice-Chair of this Council, James Callahan, called the meeting to order at 10:00 a.m. and welcomed everyone and thanked them for attending this meeting. He then asked Coralie Peterson, Administrative Assistant for DETR’s Workforce Solutions Unit, to call roll.

- II. Roll Call and Establishment of a QuorumCoralie Peterson, Administrative Assistant II
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Ms. Peterson called roll and informed the Chair that a quorum was not present.

- III. Verification of Posting.....Coralie Peterson

Ms. Peterson verified that the agenda for this meeting was posted according to NRS 241.020.

- IV. **First Public Comment Session** James Callahan
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. Callahan announced the First Public Comment Session and invited members of the public to speak. Hearing no comments, he moved to the next agenda item.

- V. **For Possible Action** – Approval of the January 9, 2015 Meeting
Minutes.....James Callahan

As a quorum for this meeting was not present, Mr. Callahan tabled this item until the next sector council meeting.

- VI. **Discussion** – DETR Update on Direction for the GWIB Industry Sector
Councils.....Dennis Perea, Deputy Director
DETR

William Anderson, Chief Economist
Bureau of Research and Analysis, DETR

The Chair invited Mr. Anderson to provide his comments. Mr. Anderson thanked the Chair, and introduced Christopher Robison, Supervising Economist for DETR’s Bureau of Research and Analysis. He said that Deputy Director Perea sent his apologies for not attending today’s meeting, explaining that budget discussions affecting the sector councils are being heard now in the current legislative session and required Mr. Perea’s presence.

Mr. Anderson stated that many may have heard changes were afoot to the overall network of the sector councils and he and Mr. Perea wanted to share what those changes would entail.

As the Sector Councils have been in place since their adoption 3 years ago, DETR felt it would be an appropriate time to assess if the current process is providing the appropriate type of intelligence and if the process can be made more efficient. In addition, another consideration is budgetary, as the federal funding supporting the Workforce Solutions Unit has been reduced, with the result of the unit being disbanded.

Mr. Anderson went on to explain that the responsibilities associated with the Sector Councils, as well as the remaining Workforce Solutions Unit staff members, De Salazar and Coralie Peterson, are being transferred to the Research and Analysis Bureau under his supervision, as of July 1, 2015, when the proposed budget goes into effect. This will be a logical change, as all labor market information is housed in his “shop.”

Mr. Anderson added that the staff working with the sector councils will include himself, as Administrator, and De Salazar, who will serve as Sector Council Coordinator. In addition, Christopher Robison, Supervising Economist for the Research and Analysis Bureau and Bob Potts in the Governor’s Office of Economic Development (GOED), will work cooperatively as research coordinators in various aspects. Coralie Peterson will continue to provide staff support to the sector councils.

The main objective is to assist the sector councils to focus on to having business provide industry intelligence that *can be acted upon by the Governor’s Workforce Investment Board, specifically related to 1) critical workforce needs, 2) key occupations and challenges, and 3) desired workforce training.*

The leadership team mentioned will work with the sector councils to form an appropriate agenda, in an effort to get that needed industry intelligence. The Research and Analysis Bureau, along with GOED and other key stakeholders, will act as technical staff to the sector councils by putting together their data (relating to occupations, education, skill needs, et cetera) in an initial analysis/discussion piece to bring back to the sector councils, allowing them to determine if the information is accurate or needs corrections or additions.

Mr. Anderson said the whole process of administering the sector council network has become burdensome, for example, in the area of convening formal sub-committee groups, and he and De Salazar will be reviewing the by-laws of the sector councils and will bring back recommendations to the sector councils for possible changes in order to create a more efficient and productive infrastructure.

He concluded his comments by stating that changes will not take place immediately and in the meantime, Mr. Anderson will work with De Salazar and Coralie Peterson to become familiar with the structure and work of the sector councils and address any issues that have been encountered. He said that once the changes have taken place, this should result in the gathering of this type of intelligence that DETR can act upon, making the process more efficient, productive, and worthwhile for all who are involved.

Mr. Callahan thanked him for his comments and said that the GWIB Aerospace and Defense Sector Council will work to narrow down their focus with regards to workforce creation and training, in an effort to support the Governor’s Workforce Investment Board. He went on to ask Mr. Anderson for an update on the Mechanists Training Pilot Program in the next sector council meeting.

Ardell Galbreth asked what roll he anticipates the local workforce development board to play in the future, and Mr. Anderson said that they would have a spot in the membership of the councils. He went on to stress that the councils need to be the private sector, and with GOED's help, they will seeking additional private sector representation for the various sector councils.

VII. **Discussion/For Possible Action** – Update on the Jumpstart Nevada Program.....Michael Bradshaw, President
Bowhead Systems & Technology Group

As Mr. Bradshaw was unable to attend today's meeting, the Chair tabled this discussion.

VIII. **Discussion** – Update on the Pilot Program.....James Callahan

Mr. Callahan said that an update on the Pilot Program will be addressed in the next sector council meeting.

IX. The next meeting will be held on Friday, May 29, 2015 at 10:00 a.m.....James Callahan

Suggestions for new business and future agenda items discussed in this meeting included:

- Green Box Program Aerospace STEM Project - Kenneth Thompson
- Update on the Mechanist Training Pilot Program – Bill Anderson
- Legislative Update – James Callahan
- Rancho High School Academy of Aviation: How to Migrate Program – Bob Hale

X. **Second Public Comment Session** James Callahan
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. Callahan announced the Second Public Comment Session and invited members of the public to speak. No comments were made. Hearing none, the Chair moved to the next agenda item.

XI. Adjournment..... James Callahan

The meeting was adjourned at 10:36 am.

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
AEROSPACE AND DEFENSE SECTOR COUNCIL

James Callahan (Chair), Michael Bradshaw, Nancy Wong, Kenneth Thompson, Dr. Lila Glaser, Jim New, Thomas Wilczek, Dr. Bobby McMasters, Dr. James Kuzma, Tim McAllister,
Commissioner Clifford Cichowlaz, Shelley Hartmann, Russell Carlson, Keith Hansen, Edvin Mirzakhanian,
Greg Stanley, Dr. Jeff Thompson, Morgan Bunker, Reza Karamooz and Dr. Kenneth Witcher,

Notice: Persons with disabilities who require special accommodations or assistance at the meeting should notify Coralie Peterson, 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, March 19, 2015.

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, , 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, 6330 W. Charleston 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.