

WORKFORCE CONNECTIONS

EXECUTIVE COMMITTEE

MINUTES

June 12, 2014

9:30 AM

*One-Stop Career Center
6330 W. Charleston Blvd. Suite 190
Las Vegas, NV 89146*

Members Present

Hannah Brown, Workforce Connections' Board Chair
Valerie Murzl, Workforce Connections' Board Vice-Chair
Commissioner Lawrence Weekly, LEO Consortium Chair
Dan Gouker, Budget & Finance Committee Chair
Sonja Holloway, Youth Council Chair

Members Absent

Dan Rose, Adult & Dislocated Worker Committee Vice-Chair

Staff Present

Ardell Galbreth
Heather DeSart
Jim Kostecki
Suzanne Potter
Brett Miller
Kenadie-Cobbin Richardson
Ricardo Villalobos
Shawonda Nance

Others Present

Jack Eslinger, ESQ., City of Las Vegas	Earl McDowell, DETR
Steve Gibson, DETR-WISS	Dr. Tiffany Tyler, Nevada Partners, Inc.
Sky Robinson, Workforce Connections Intern	Kevin Sanchez, Workforce Connections Intern
Karrie Andrews, Workforce Connections Intern	Berenice Castaneda, Workforce Connections Intern

It should be noted that all attendees may not be listed above

1. CALL TO ORDER, confirmation of posting, roll call

The meeting was called to order by Chair Hannah Brown at 9:36 a.m. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

2. DISCUSSION AND POSSIBLE ACTION: Approve the Agenda with inclusions of any emergency items and deletion of any items

Ardell Galbreth, Executive Director confirmed there are no changes to the agenda.

A motion was made to approve the agenda by Valerie Murzl and seconded by Sonja Holloway. Motion carried.

3. FIRST PUBLIC COMMENT SESSION:

None

4. DISCUSSION AND POSSIBLE ACTION: Approve the Minutes from the Executive Committee Meeting of March 13, 2014

Chair Brown presented the Executive Committee meeting minutes of March 13, 2014 provided on page 6 – 9 of the agenda packet.

A motion was made to approve the minutes from the Executive Committee Meeting of March 13, 2014 by Valerie Murzl and seconded by Sonja Holloway. Motion carried.

5. DISCUSSION AND POSSIBLE ACTION: Accept staff's update regarding Executive Committee Goal 4 – Attract, Grow and Retain Businesses as outlined in Workforce Connections' Two-Year Strategic Plan

Ardell Galbreth, Executive Director noted that this is the action plan that outlines different initiatives and innovations that the Board and Committees have directed staff to do. This action plan is different than the compliance plan that WC submits every two years to DETR and DOL outlining the organization's compliance with the Workforce Investment Act.

Brett Miller, Program Senior Analyst provided a status update:

Goal 4 Attract, Grow and Retain Businesses ~ Executive Committee				
Objective	Strategy	Timeline	Measurement	Status
4.1 Create a workforce system that champions business, education, training and workforce development	Establish strong business partners/local employers that look to Workforce Connections' One-Stop System and Career Center(s) as their first choice for employment and training services	Ongoing	<ul style="list-style-type: none"> - Give quarterly updates of Business Engagement activities - At least 25 new employers per year - At least 6 employers returning for additional services - Host at least 2 hiring events with a minimum of 50 positions available per event - Host 2 training events with a minimum of 100 attendees per event 	<ul style="list-style-type: none"> - RTC project* - YTD 54 new employers - YTD 6 employers returning for additional services - YTD 2 hiring events (Nevada Day and Golden Corral) - YTD 1 Training event (Construction Expo held; IT Expo scheduled in July)

Objective	Strategy	Timeline	Measurement	Status
<p>4.2 Create a dynamic supply of trained, skilled workers to meet workforce demands of regional and industry sectors</p>	<p>1. Partner with local businesses and training providers (colleges, universities, and apprenticeship trades) to gather business intelligence.</p>	<p>Ongoing – as driven by businesses demands</p>	<p>- Give quarterly updates of LEAP activities (# of members, # of meetings, actionable items, etc.)</p>	<p>- Hosted 3 LEAP meetings</p> <p>- Business Engagement presented at most recent LEAP meeting</p> <p>- Next meeting scheduled for July 2014</p> <p>- Added 2 new members in last quarter</p> <p>- Panel members are fully engaged</p>
	<p>2. Develop and coordinate training activities based on business intelligence</p>	<p>Ongoing – as driven by businesses demands</p>	<p>- Complete an evaluation by December 31, 2013 to align existing ETPL/PVL based on LEAP input, in demand jobs, training partner input and sector initiatives</p> <p>- Develop and implement by March 31, 2014 a process to maintain aligned ETPL/PVL (utilizing business intelligence from LEAP) by dynamically adding/removing trainings to meet business demands</p> <p>- Report on # of changes to ETPL/PVL by June 30, 2014</p>	<p>- Initial evaluation/recertification of ETPL completed</p> <p>- Process for maintaining ETPL is in place</p> <p>- 21 training providers were not re-certified during evaluation process</p> <p>- PVL has been eliminated, but pre-vocational services will still be provided as intensive services through providers</p>

Objective	Strategy	Timeline	Measurement	Status
<p>4.3 Align workforce development resources to be anchored by the following industry sectors:</p> <ul style="list-style-type: none"> - Agriculture - Aerospace & Defense - Business IT Ecosystems - Clean Energy - Health & Medical Services - Logistics & Operations - Mining - Materials & Manufacturing - Tourism, Gaming & Entertainment 	<p>1. Team up with Governor's Office of Economic Development and target WIA resources in support of industry sector training needs and establish a local employer advisory panel (LEAP) for the purpose of gathering and delivering real time workforce intelligence for the one-stop career center</p>	<p>March 2013</p>	<p>- LEAP stood up and activated</p>	<p>Completed June 2013</p>
	<p>2. Continue to support DETR's sector councils</p>	<p>March 2013</p>	<p>- State economic development staff invited to Workforce Connections' partnership forums</p> <p>- WC staff and Board members on DETR sector councils</p>	<p>Completed/Ongoing</p>
	<p>3. Allocate resources to support sector initiatives</p>	<p>March 2013</p>	<p>- Funded partners contracts include resource requirement support to industry sectors</p>	<p>Completed July 2013</p>

*4.1 Business Engagement (formerly Business Services) is working with RTC to develop pre-apprenticeship positions to get individuals back to work. RTC will have a total of 63 construction projects that are funded by the gas tax.

Commissioner Lawrence Weekly stated his concerns regarding the fuel tax. Will locals be hired for these jobs? Are individuals being trained? What resources is WC pouring into this project? Discussion ensued.

Ardell Galbreth, Executive Director reported that WC is working with College of Southern Nevada to develop a pre-apprenticeship training to prepare individuals for the trades.

Kenadie Cobbin-Richardson, Director – Business Engagement provided an update:

- Today, two para-transit buses were donated to WC. Initially, the buses will be used to promote construction training opportunities and then they will be used to promote all the other opportunities available at the One-Stop Career Center.
- Developing a data collection tool for RTC construction projects and contractors Aggregate Industries and Las Vegas Paving to collect information through 2016.
- English/Math proficiency challenges among job seekers at the One-Stop. Pre-apprenticeship programs require applicants to have at least an eighth grade math proficiency level.

Dan Gouker stated that CSN received a \$1.6 million grant for adult education and literacy that will help prepare individuals for the workforce. Mr. Gouker spoke briefly about the requirements regarding apprenticeship programs and the application process.

Discussion ensued regarding workforce issues related to the RTC project.

Brett Miller spoke briefly regarding LEAP (Local Employer Advisory Panel) and Governor's Sector Councils. During the past six months, the sector councils have developed strategic plans, pilot programs, lists of in demand jobs, and rolled out the ACT Work Keys program.

A motion to accept staff's update regarding Executive Committee Goal 4 – Attract, Grow and Retain Businesses as outlined in Workforce Connections' Two-Year Strategic Plan was made by Valerie Murzl and seconded by Dan Gouker. Motion carried.

6. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to amend HELP of Southern Nevada's PY2012 contract for an additional year in an amount not to exceed \$870,000 and extend the date to September 30, 2015 to serve 386 new youth

Ricardo Villalobos, Youth Department Director provided background. These funds include next year's in-school youth allocation as well as \$100,000 recaptured from the JAG program. With this funding, HELP of Southern Nevada will provide services to WIA-eligible students who are enrolled at the designated Graduate Advocate Initiative (GAI) high schools (Basic, Bonanza, Chaparral, Cimarron-Memorial, Clark, Del Sol and Sunrise). HELP of Southern Nevada's program summary is provided on page 14 of the agenda packet.

GAI targets high school seniors who have two to three credit deficiencies; students who have been identified as unsuccessful in passing the proficiency exams; and students who face other barriers to graduation. The upcoming program year's GAI enrollment goal overall is 902 youth.

Dan Gouker commented that this contract is for 15 months. Mr. Villalobos clarified that these funds are not available until October 1, 2014; however, awarding the contract now allows the funded partners to begin the enrollment process immediately.

A motion to approve Youth Council's recommendation to amend HELP of Southern Nevada's PY2012 contract for an additional year in an amount not to exceed \$870,000 and extend the date to September 30, 2015 to serve 386 new youth was made by Valerie Murzl and Dan Gouker. Motion carried.

7. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to amend Nevada Partners, Inc.'s PY2012 contract for an additional year in an amount not to exceed \$880,000 and extend the date to September 30, 2015 to serve 391 new youth

Ricardo Villalobos provided background. These funds include next year's in-school youth allocation. With this funding, Nevada Partners will provide services to WIA-eligible students who are enrolled at the designated GAI high schools (Canyon Springs, Cheyenne, Desert Pines,

Legacy, Mojave, Rancho, Valley, and Western). Nevada Partner, Inc.'s program summary is provided on page 16 of the agenda packet.

A motion to approve Youth Council's recommendation to amend Nevada Partners, Inc.'s PY2012 contract for an additional year in an amount not to exceed \$880,000 and extend the date to September 30, 2015 to serve 391 new youth was made by Valerie Murzl and seconded by Dan Gouker. Motion carried.

8. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend Nevada Partners, Inc.'s PY2012 contract for an additional year in an amount not to exceed \$250,000 and extend the date to May 30, 2015 to serve 125 new youth

Ricardo Villalobos provided background. This contract award is a result of a summer component RFP process that is in its final year for awarding funds. Nevada Partner's proposal was the top scorer for this RFP. These funds include the balance of the recaptured JAG funding and can be expended immediately to serve WIA-eligible students enrolled at the GAI high schools as well as WIA-eligible students enrolled at other non-GAI high schools that require assistance, per the directive of the Youth Council. Nevada Partner's program summary is provided on page 18 of the agenda packet. Discussion ensued regarding cost per and the performance issues of serving younger youth.

A motion to approve staff's recommendation to amend Nevada Partners, Inc.'s PY2012 contract for an additional year in an amount not to exceed \$250,000 and extend the date to May 30, 2015 to serve 125 new youth was made by Valerie Murzl and seconded by Dan Gouker. Motion carried.

9. INFORMATION: Update on Lincoln County School District's decision to terminate their role as fiscal agent for the Youth and Adult and Dislocated Workers programs in Lincoln County

Heather DeSart, Deputy Director presented Lincoln County School District's letter stepping down as fiscal agent for Lincoln County Workforce Programs effective June 30, 2014 provided on page 20 of the agenda packet and provided background.

10. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to contract with Lincoln County's Grant Administration Department as the new fiscal agent for all Lincoln County WIA Youth Programs effective July 1, 2014

Heather DeSart provided background. The current youth contract with the Lincoln County School District will be closed out on June 30, 2014 and a new contract will be made with Lincoln County Grants Administration effective July 1, 2014. The program will remain in the same office with the same staff assigned. Lincoln County's letter accepting role as fiscal agent for the Lincoln County Workforce Program is provided on page 22 of the agenda packet.

A motion to approve Youth Council's recommendation to contract with Lincoln County's Grant Administration Department as the new fiscal agent for all Lincoln County WIA Youth Programs effective July 1, 2014 was made by Valerie Murzl and seconded by Dan Gouker. Motion carried.

11. DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee's recommendation to negotiate and execute a \$100,000 contract with Lincoln County's Grant Administration Department to deliver adult and dislocated worker training and employment services in Lincoln County for the contract period July 1, 2014 to June 30, 2015

A motion to approve Adult & Dislocated Worker Committee's recommendation to negotiate and execute a \$100,000 contract with Lincoln County's Grant Administration Department to deliver adult and dislocated worker training and employment services in Lincoln County for the contract period July 1, 2014 to June 30, 2015 was made by Valerie Murzl and seconded by Dan Gouker. Motion carried.

12. DISCUSSION AND POSSIBLE ACTION: Executive Director's Report ~ Ardell Galbreth

Ardell Galbreth presented the Executive Director's report provided on page 25-27 of the agenda packet and provided highlights.

Dan Gouker inquired about the Workforce Development Academy. Mr. Galbreth reported that the youth track will start September 3rd and the adult track September 4th and noted that the training is available to funded partners, community resource agencies, and Board members.

A motion was made to accept the Executive Director's Report by Valerie Murzl and seconded by Dan Gouker. Motion carried.

13. SECOND PUBLIC COMMENT SESSION:

Dr. Tiffany Tyler, Executive Director, Nevada Partners, Inc. thanked the Board for its vision and the opportunity granted to Nevada Partners, Inc. (NPI) to continue to serve youth. Dr. Tyler stated that NPI is excited for the upcoming high school graduations and is prepared to immediately begin enrolling new youth into the summer/year round program and the second session of summer school. Dr. Tyler provided an update on a program named My Brother's Keeper that provides men and boys of color with the support they need, particularly literacy, employment and education and helps support these men to keep them out of the criminal justice system. On Saturday, June 14th NPI will conduct interest and needs assessments to successfully link individuals to local community service organizations based on their needs and interests. On July 18th, an event will be held where a surrogate from the White House will be in attendance. Dr. Tyler noted that WC staff, Clentine January and Byron Goynes have provided support and will assist with youth engagement and Ricardo Villalobos will be a panelist for one of the discussions. Invitations will be provided to Board members and staff.

Kenadie Cobbin-Richardson, Business Services Manager invited the board to attend the One-Stop Career Center One-Year Anniversary ceremony on June 25th at 10:00 a.m. at Workforce Connections and invited members to participate in a journey video that will be filmed on Tuesday, June 17th between 11:00 a.m. and 3:00 p.m. to share success stories regarding the One-Stop Career Center. Chair Brown confirmed that she will be in attendance.

14. INFORMATION: Executive Committee Member Comments

Valerie Murzl thanked Ricardo Villalobos for his effort in getting the recaptured JAG funds back out to funded partners to immediately begin serving youth and thanked Kenadie Cobbin-Richardson for her involvement with the RTC project and related employment issues and for providing recommendations as to what role the Board should take. Ms. Murzl reminded staff to allow funded partners to speak at the next Board meeting regarding obstacles related to contract expenditures in an effort to reduce the amount of recaptured funds at the end of the program year.

Dan Gouker reported that there is a great need for fire stoppers per Jon Yunkers, Coordinator, Heat & Frost Insulators Local 135 J.A.T.C. and read the Apprenticeship Program application requirements:

1. Birth Certificate 18 years of age. Original will be photocopied and returned.
2. High School Diploma or G.E.D. Original will be photocopied and returned.
3. High School transcripts. Original will be photocopied and returned.
4. Must be physically able to perform the work of the trade.
5. Those who meet the minimum qualifications will be scheduled for an oral interview.
6. Those applicants selected are subject to a substance abuse test, prior to being indentured into the apprenticeship program. The date and time to be announced.

The Heat and Frost Insulators and J.A.T.C. will be taking applications for the Insulation Trade on the 3rd Friday of every month from 8am to 4pm. Applicants must apply in person at 4400 E. Alexander Road, Las Vegas, NV 89115. The starting wage for fire stoppers is \$12.00 per hour and \$16.00 per hour with OSHA 10 certification. As a first year apprentice, the wage is \$20.00 per hour with benefits.

Kenadie Cobbin-Richardson stated that each of the Business Engagement staff is responsible for four to five different trades and they are aware of the applications that come out, the timing, and what happens. They assist individuals who come in to the One-Stop Career Center with the application process and ensure that they have the required documentation so the applicants are prepared on the day they submit their application.

Commissioner Weekly stated that he recently met with Sheriff Doug Gillespie and a couple of his officers regarding safety concerns following the recent shooting of two Metro police officers and spoke briefly about the importance of staff maintaining a high level of vigilance regarding safety in the workplace, especially in government buildings. Weekly thanked Ricardo Villalobos for his efforts with the Graduate Advocate Initiative, specifically for reaching out to a student from Agassi Prep High School who needed assistance. Weekly reported on the medical marijuana issue in Nevada stating that 18 applications for marijuana dispensaries were accepted by the Clark County Commission that will be forwarded to the State of Nevada and next week, Clark County Commissioners will consider cultivation and production. Weekly stated that there will be a lot of training regarding the cultivation and production of marijuana and asked the Board to consider whether it wants to engage in the conversations medical marijuana is going to become a huge industry in Nevada with lots of employment opportunities. Ardell Galbreth concurred, stating that if there is a demand for employment, WC should be involved. Valerie Murzl agreed, stating that WC should jump on the opportunity and publicly announce its involvement in the industry. Weekly stated that there may be Board members who will not be comfortable because the Federal Government has not signed off on it yet, so it may be a slippery slope to deal with.

15. Adjournment:

A motion was made to adjourn the meeting at 11:00 a.m. by Dan Gouker and seconded by Sonja Holloway. Motion carried.