

**WORKFORCE CONNECTIONS  
EXECUTIVE COMMITTEE  
MINUTES**

**October 8, 2015  
9:30 AM**

*Rosalie Boulware Bronze & Silver Conference Rooms  
6330 W. Charleston Blvd., Suite 190  
Las Vegas, NV 89146*

**Members Present**

Jack Martin, Board Vice-Chair  
Commissioner Lawrence Weekly, Local Elected Officials Consortium Chair  
Jerrie Merritt, Finance & Budget Chair

**Members Absent**

Valerie Murzl, Board Chair  
Bart Patterson, Programs Committee Chair

**Staff Present**

Ardell Galbreth, Executive Director  
Suzanne Potter, Board Administrator  
Ricardo Villalobos, Director, Workforce Development Programs  
Brett Miller, Manager, Strategic Planning & Analysis  
Jaime Cruz, Chief Strategy Officer  
Kenadie Cobbin Richardson, Director, Business Engagement & Communications

**Others Present**

Mike Hopper, Sin City Madmen  
Dr. Tiffany Tyler, Nevada Partners, Inc.  
Ron Hilke, DETR

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

**1) CALL TO ORDER, confirmation of posting, roll call, Pledge of Allegiance**

The meeting was called to order by Chair Jack Martin at 9:30 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) FIRST PUBLIC COMMENT SESSION**

Hearing no comments, Chair Martin closed the Public Comment Session.

3) **DISCUSSION AND POSSIBLE ACTION: Approve the Agenda with inclusions of any emergency items and deletion of any items**

*A motion was made by Commissioner Lawrence Weekly and seconded by Jerrie Merritt to approve the agenda as presented. Motion carried.*

4) **DISCUSSION AND POSSIBLE ACTION: Approve the minutes of April 9, 2015**

Chair Martin presented the minutes on page 6-9 of the agenda packet.

*A motion was made by Commissioner Lawrence Weekly and seconded by Jerrie Merritt to approve the minutes of April 9, 2015 as presented. Motion carried.*

5) **DISCUSSION AND POSSIBLE ACTION: Review, accept and approve Workforce Connections' Workforce Innovation and Opportunity Act (WIOA) Implementation Plan**

Jaime Cruz presented the WIOA Implementation Plan (p. 11-22) which he described as a repository to centralize tasks, timelines, responsible parties, and resources to ensure that WC in in compliance with new WIOA regulations effective July 1, 2015.

Commissioner Weekly inquired regarding the level of communication with DETR during these efforts, whereby Ardell Galbreth replied that staff meets with DETR at least weekly regarding various issues, WIOA strategy implementation as well as provides input to the various WIOA subcommittees of the Governor's Workforce Development Board, and works closely with the north.

Mr. Galbreth stated that DETR implemented the changes recommended by staff regarding the within state allocation formula for the Unified State Plan which is due to the U.S. Department of Labor by March 3, 2016. Staff is working on the Local Plan. Upon completion, the plan will be presented to the Board and LEOs for approval then submission to the state no later than July 1, 2016.

*A motion was made by Commissioner Lawrence Weekly and seconded by Jerrie Merritt to accept and approve Workforce Connections' Workforce Innovation and Opportunity Act (WIOA) Implementation Plan as presented. Motion carried.*

6) **INFORMATION: Interactive Career Exploration Kiosk Demonstration**

Mr. Cruz and Mike Hopper, Sin City Madmen provided a demonstration of the Interactive Career Exploration (ICE) Kiosk and Woofound Career Assessment. Discussion ensued. Staff will make the assessment available to board/committee members as requested.

7) **INFORMATION: Strategic Initiatives Report**

a) **Status Update on WIOA Compliance Assurance Initiatives**

**b) Status Update on Workforce Development System Continual Improvement Initiatives**

Mr. Cruz presented the Strategic Initiatives report on page 25 of the agenda packet and reported that ResCare Workforce Services deployed the Mobile One-Stop Bus for two events.

**8) DISCUSSION AND POSSIBLE ACTION: Accept and approve Executive Director's Report**

**a) Rural Counties Employment and Training Services Update**

**b) Highlighted Workforce Development Initiatives**

**c) Staff Development and Service Providers/Workforce Development Partners Training**

Mr. Galbreth presented the Executive Director's report provided on page 27 of the agenda packet and reported that WC will be presented with the Pace Setter Award at Las Vegas Metro Chamber of Commerce Business Excellence Awards banquet today at the Aria, and WC will be conducting an RFP 101 Training in January/February 2016 for the community.

*A motion was made by Jerrie Merritt and seconded by Commissioner Lawrence Weekly to accept and approve Executive Director's Report as presented. Motion carried.*

**9) SECOND PUBLIC COMMENT SESSION**

Hearing no comments, Chair Martin closed the Public Comment Session.

**10) INFORMATION: Executive Committee Member Comments**

Commissioner Weekly reported that he attended the National Association of County Officials (NACO) Conference during which WC received positive accolades for its workforce development efforts in the rural counties. He encouraged everyone to continue making an impact to help job seekers and dislocated workers get back on their feet.

Chair Martin commented regarding the Woofound Assessment great potential and thanked staff, Ricardo Villalobos and Executive Director Galbreth for their assistance with the Programs Committee development.

**11) Adjournment**

The meeting adjourned at 10:15 a.m.