

workforceCONNECTIONS

Executive Committee

MINUTES

August 28, 2012

8:30 a.m.

*Culinary Academy of Las Vegas
710 W. Lake Mead Blvd.
Parlors C & D*

Members Present

Hannah Brown, Chair – *workforceCONNECTIONS' Board*
Commissioner Lawrence Weekly, Chair – *Local Elected Officials Consortium*
Sonja Holloway, Chair – *Youth Council*
Valerie Murzl, Chair – *Adult & Dislocated Worker Committee*
Councilwoman Gerri Schroder, Chair – *Budget & Finance Committee*

Staff Present

Ardell Galbreth, Executive Director	Heather DeSart	Suzanne Potter
Jim Kostecki	Carol Turner	Rick Villalobos
Debra Collins	Jaime Cruz	Peter Bacigalupi
Tom Dang	Jeannie Kuennen	Chris Shaw
Clentine January	Dianne Tracy	Madelin Arazoza

Others Present

Scott Marquis, Legal Counsel	Sandra Douglas Morgan, Clark County
Earl McDowell, DETR	LeVerne Kelley, DETR
Doug Geinzer, SNMIC	Commissioner William Kirby, Esmeralda County
Greg Newton	

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

Agenda Item 1 – Call to Order, confirmation of posting, roll call

The meeting was called to order by Hannah Brown at 8:48 a.m. Staff confirmed the meeting had been properly posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

Agenda Item 2 – ACTION: Approve the agenda with inclusions of any emergency items and deletion of any items

A motion was made to approve the agenda by Valerie Murzl and seconded by Councilwoman Gerri Schroder. Motion carried.

Agenda Item 3 – FIRST PUBLIC COMMENT SESSION

None

Agenda Item 4 – ACTION: Approve the Executive Committee Meeting Minutes of March 8, 2012

A motion was made to approve the Executive Committee Meeting Minutes of March 8, 2012 by Commissioner Lawrence Weekly and seconded by Valerie Murzl. Motion carried.

Agenda Item 5 – Interim Executive Director Report ~ Ardell Galbreth

Ardell Galbreth, Executive Director, Workforce Connections provided an overview of his vision for the agency, recent accomplishments and an update on the One-Stop Center.

Vision

- Oversee quality employment and training services to the residents of Southern Nevada Workforce Investment Area
- Ensure compliance in all areas, while being creative in overseeing the delivery of quality employment and training services
- Establish and maintain a local area Workforce Development One-Stop System and a One-Stop Career Center with focus on industry sector strategies
- Target and serve most in need of services/under-served population
- Engage with local area community workforce development activities
- Establish key workforce development performance indicators with clear, concise return on investment (ROI) outcomes
- Work to gain and retain confidence of Board of Directors

Recent Accomplishments

- Developed and Implemented Workforce Connections' 2-Year strategic plan compliance plan, outlining/addressing the state's concerns in the areas of:
 - Staff reduction by 54%
 - Staff operations/program budget reduced to 10%
 - Strategic alignment with Governor's WIB statewide plan
 - Workforce development support and resource alignment with industry and regional sectors
- Outsourced Graduate Advocates Youth Program with continued oversight
- Developed effective strategy and response to single Statewide Workforce Investment Board plan
- Undergoing organizational restructuring for more efficient operation
- Completed job analysis of all staff positions—bring about change in the way business is conducted
- Developing new staff job descriptions for alignment with assigned duties
- New job descriptions based on recent job analysis along with the alignment of job families/categories with career ladders
- Developing consistent staff evaluation/appraisal system

One-Stop System and Center Update

- Workforce Connections to be designated as One-Stop Operator with consortium partners
- Industry/Regional Sector Initiatives—different from Nevada JobConnect offices—more integrated, creative workforce development services

- Scheduled One-Stop Center/System Training with One-Stop Partners/One-Stop Center Staff
- Will be the first comprehensive One-Stop Center in the state for some time—compliant with the Workforce Investment Act

Discussion ensued.

Commissioner Lawrence Weekly expressed concern about the low summer school enrollments due to a shortage of youth identified to attend sessions and the fact that only \$7,800 of the \$100,000 allocation was expended. Weekly stated that 10% (approximately \$25,000 - \$35,000) of the JAG grant received through the City of Las Vegas and Clark County is set aside specifically for summer school and there is a list of qualified young people waiting to attend. Weekly asked staff what they plan to do with the remaining summer school funds.

Staff confirmed that planning is already underway for next year.

Hannah Brown and Valerie Murzl offered their assistance.

Agenda Item 6 – Board Development and Communication

The board discussed improved communication and efficient spending of WIA funds.

Agenda Item 7 – SECOND PUBLIC COMMENT SESSION

None

Agenda Item 14 – Adjournment

The meeting adjourned at 9:48 a.m.