

**WORKFORCE CONNECTIONS
EXECUTIVE COMMITTEE
MINUTES**

**November 10, 2016
2:00 p.m.**

***Rosalie Boulware Bronze & Silver Conference Rooms
6330 W. Charleston Blvd., Suite 150
Las Vegas, NV 89146***

Members Present

Valerie Murzl, Board Chair
Commissioner Lawrence Weekly, Local Elected Officials Consortium Chair
Bart Patterson, Programs Committee Chair (phone)
Jerrie Merritt, Finance & Budget Chair

Members Absent

Jack Martin, Board Vice Chair

Staff Present

Ardell Galbreth, Executive Director
Suzanne Benson, Board Administrator
Jaime Cruz, Chief Strategy Officer
Ricardo Villalobos, Director, Workforce Development Programs
Kenadie Cobbin Richardson, Director, Business Engagement & Communications

Others Present

Stephanie Garabedian, Parker Nelson Associates
Terri Conway, Goodwill
Paula McDonald, HELP of Southern Nevada
Denise Gee, HELP of Southern Nevada
Angela Phillips, Olive Crest
Amy Licht, Olive Crest
Monica Ford, Nevada Partners, Inc.
Ron Hilke, DETR/WISS
Melissa Evans, City of Las Vegas

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 Valerie Murzl at 2:06 p.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

Chair Murzl opened the public comment session. Hearing no comments, Chair Murzl closed the public comment session.

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

Ardell Galbreth stated there were no changes to the agenda.

A motion was made by Jerrie Merritt and seconded by Bart Patterson to approve the agenda as presented. Motion carried.

4) DISCUSSION AND POSSIBLE ACTION: Approve the minutes of August 11, 2016

Chair Murzl presented the minutes on page 6-11 of the agenda packet.

A motion was made by Jerrie Merritt and seconded by Bart Patterson to approve the minutes of August 11, 2016 as presented. Motion carried.

5) DISCUSSION AND POSSIBLE ACTION: Accept and approve Strategic Initiatives Report

- a. Status Update on WIOA Compliance Assurance Initiatives
- b. Status Update on Workforce Development System Continual Improvement Initiatives

Jaime Cruz, Chief Strategy Officer presented the Strategic Initiatives report and updated Strategic Work Plan Goals Matrix on page 13-22 of the agenda packet and highlighted the following:

- Nevada's Unified State Plan was approved by US DOL on October 20, 2016
- Workforce Connections' (WC) Four-Year Local Plan was approved by the Governor's Workforce Development Board on October 20, 2016

A motion was made by Jerrie Merritt and seconded by Bart Patterson to accept and approve the Strategic Initiatives Report as presented. Motion carried.

6) DISCUSSION AND POSSIBLE ACTION: Review and discuss Workforce Connections' Library Districts One-Stop Delivery System transition plan

Mr. Cruz provided an update regarding WC's Library Districts One-Stop Delivery System transition plan. The library locations will have the Workforce Connections and American Job Center brand and open in phases beginning July 1, 2017 at selected locations, as shown on page 24 of the agenda packet. The first two locations will be the

Mesquite and Laughlin libraries. Other locations are pending approval by their respective city councils and library boards.

In response to Bart Patterson's inquiry regarding performance measures, Mr. Cruz stated that historical metrics will be measured against what happens during the expansion and noted that the library locations will be different in size and scope.

Mr. Galbreth reiterated that this transition will be done in phases and sub recipient sites will not arbitrarily close.

In response to Jerrie Merritt's inquiry regarding the possible relocation of other WIOA partners into the libraries, Mr. Cruz stated that the vision of WIOA is to have a seamless delivery system that includes multiple partners and programs with many access points. WC will establish MOUs with all of the WIOA required partners.

A motion was made by Jerrie Merritt and seconded by Bart Patterson to accept report on Workforce Connections' Library Districts One-Stop Delivery System transition plan as presented. Motion carried.

7) INFORMATION: Workforce Connections STEM Newsletter

Mr. Galbreth presented the September and November STEM newsletters provided on page 26-29 of the agenda packet. The newsletter will be published quarterly.

Chair Murzl noted a typo on page 26; staff will edit the document accordingly.

8) INFORMATION: Business Engagement and Communication Reports

- a. BEST In-Demand Jobs Report
- b. BEST Pre-Screening & Referral Stats Report
- c. Compact Employers

Kenadie Cobbin Richardson, Director, Business Engagement & Communications presented the Business Engagement reports provided on page 31-35 of the agenda packet.

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

- a. Workforce Development Area – General Update
- b. Rural Counties Employment and Training Services
- c. Staff Development and Service Providers/Workforce Development Partners Training
- d. Highlighted Workforce Development Initiatives

Mr. Galbreth presented the Executive Director's report provided on page 37-38 of the agenda packet.

Brief discussion ensued regarding the lack of mental health services in rural areas.

Commissioner Weekly suggested that Board Chair Murzl and Mr. Galbreth contact the state regarding Dale Erquiaga's replacement in the Governor's office for the purpose of building a new relationship. He further suggested that Mr. Galbreth contact Jeff Fontaine regarding WC's involvement in NACO.

A motion was made by Jerrie Merritt and seconded by Bart Patterson to accept and approve Executive Director's Report as presented. Motion carried.

10) INFORMATION: Executive Committee Members Comments

Commissioner Weekly gave a shout out to Monica Ford and Nevada Partners, Inc. for its launch of Intel Innovation Generation.

Chair Murzl attended the Asian Community Center celebration founded by Vida Chan Lin, a former WC Board member, and stated that there may be an opportunity for WC to assist with jobs; Jerrie Merritt concurred.

11) SECOND PUBLIC COMMENT SESSION

Chair Murzl opened the public comment session.

Melissa Evans, Sr. Economic Development Specialist, City of Las Vegas requested name of WC consultant for the certified program to build local workforce development practitioners' skills capacity; Mr. Galbreth replied Oscar Grant. She asked if a skills gap analysis for the high tech sector will be conducted; Mr. Galbreth replied yes, WC is working with Dr. Lisa Morris Hibbler.

Hearing no other comments, Chair Murzl closed the public comment session.

12) Adjournment

The meeting adjourned at 2:46 p.m.