

WORKFORCE CONNECTIONS
EXECUTIVE COMMITTEE AGENDA

August 9, 2018
2:00 p.m.

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

Voice Stream Link: <http://www.nvworkforceconnections.org/mis/listen.php>

This meeting has been properly noticed and posted in the following locations:

City of Las Vegas, 495 S. Main, Las Vegas, NV
City of North Las Vegas, 2250 Las Vegas Blvd. N., North Las Vegas, NV
Clark County Clerk's Office, 500 S. Grand Central Pkwy., Las Vegas, NV
Esmeralda County Courthouse, 233 Crook St., Goldfield, NV
Henderson City Hall, 240 Water St., Henderson, NV
Boulder City (City Hall), 401 California Ave., Boulder City, NV
Workforce Connections, 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV
Nevada JobConnect, 3405 S. Maryland Pkwy., Las Vegas, NV
Lincoln County Courthouse, 181 Main Street Courthouse, Pioche, NV
Nye County School District, 484 S. West St., Pahrump, NV
Pahrump Chamber of Commerce, 1302 S. Highway 160, Pahrump, NV
Nevada Public Notice Website, <https://notice.nv.gov>

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COMMENTARY BY THE GENERAL PUBLIC

The Executive Committee complies with Nevada's Open Meeting Law by taking Public Comment at the beginning of the meeting prior to approving the agenda, before any other action is taken, and again before the adjournment of the meeting.

As required by Nevada's Open Meeting Law, the Committee may only consider items posted on the agenda. Should you wish to speak on any agenda item or comment on any other matter during the Public Comment Session of the agenda, we respectfully request that you observe the following:

1. Please state your name and home address for the record
2. In fairness to others, groups or organizations are requested to designate one spokesperson
3. In the interest of time, please limit your comments to three (3) minutes. You are encouraged to give brief, non-repetitive statements to ensure that all relevant information is presented.

It is the intent of the Committee to give all citizens an opportunity to be heard. Welcome to our meeting.

Copies of non-confidential supporting materials provided to the Committee are available upon request. Request for such supporting materials should be made to Suzanne Benson at (702) 638-8750 or at sbenson@snvwc.org. Such supporting materials are available at the front desk of Workforce Connections, at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146 and are available on-line at www.nvworkforceconnections.org.

Auxiliary aids and services are available upon request to individuals with disabilities by notifying Dianne Tracy in writing at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146; or by calling (702) 638-8750; or by fax (702) 638-8774. The TTY/TDD access number is (800) 326-6868 / Nevada Relay 711. A sign language interpreter may also be made available with twenty-four (24) hours advance notice. An Equal Opportunity Employer/Program.

NOTE: MATTERS IN THIS AGENDA MAY BE TAKEN OUT OF ORDER

Executive Committee Members: Valerie Murzl, Board Chair; Commissioner Lawrence Weekly, Local Elected Officials Consortium Chair; Jack Martin, Board Vice Chair; Peter Guzman, Programs Committee Vice Chair; Jerrie Merritt, Finance and Budget Committee Chair.

All items listed on this agenda are for action by the Committee unless otherwise noted. Action may consist of any of the following: approve, deny, condition, hold or table. Public Hearings may be declared open by the Chairperson, as required for any of the items on this agenda designated for discussion or possible action or to provide direction and recommendations to Workforce Connections.

AGENDA

1. **CALL TO ORDER**, confirmation of posting, roll call and Pledge of Allegiance
2. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this agenda, which is before the Committee for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes.....3
3. **DISCUSSION AND POSSIBLE ACTION:** Approve the agenda with inclusions of any emergency items and deletion of any items4
4. **DISCUSSION AND POSSIBLE ACTION:** Approve the Executive Committee minutes of December 12, 20175
5. **INFORMATION:** Strategic Initiatives Update Report ~ *Irene Bustamante Adams, Chief Strategy Officer*10
 - a. Status Update on WIOA Compliance Assurance Initiatives
 - b. Status Update on Workforce Development Continual Improvement Initiatives
6. **INFORMATION:** Staff update on preparations for upcoming Joint Workforce Connections Board and Local Elected Officials Consortium meeting scheduled for August 28, 2018.....13
7. **INFORMATION:** Executive Director’s Report ~ *Jaime Cruz, Executive Director*.....14
 - a. Board Membership
 - b. Visit from U.S. Department of Labor
 - c. Visit from the National Association of Workforce Boards (NAWB)
8. **INFORMATION:** Executive Committee member updates17
9. **SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Committee. 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 and state your address for the record. Each comment will be limited to three (3) minutes.....18
10. Adjournment

Agenda Item 2 FIRST PUBLIC COMMENT SESSION

Members of the public may now comment on any matter posted on this agenda, which is before the Committee for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes.

Agenda Item 3. DISCUSSION AND POSSIBLE ACTION

Approve the agenda with inclusions of any emergency items and deletion of any items

Agenda Item 4. DISCUSSION AND POSSIBLE ACTION

Approve the Executive Committee minutes of December 12, 2017

WORKFORCE CONNECTIONS
EXECUTIVE COMMITTEE
MINUTES

December 12, 2017
2:30 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
Jack Martin, Board Vice Chair (phone)
Jerrie Merritt, Finance & Budget Committee Chair
Peter Guzman, Programs Committee Vice Chair

Members Absent

None

Staff Present

Jaime Cruz, Executive Director
Suzanne Benson, Board Administrator
Jim Kostecki, Chief Financial Officer
Irene Bustamante Adams, Chief Strategy Officer
Mel Evans, Director, Workforce Development Programs
Kenadie Cobbin Richardson, Director, Business Engagement & Communications
Brett Miller, Manager, Strategic Planning & Analysis

Others Present

Ron Hilke, DETR/WISS

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 2:35 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

None

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 13, 2017**

A motion was made by Commissioner Lawrence Weekly and seconded by Peter Guzman to approve the minutes of April 13, 2017 as presented. Motion carried.

5) **INFORMATION: Introduce new Workforce Connections management team members**

Jaime Cruz introduced Irene Bustamante Adams, Chief Strategy Officer, and Melissa “Mel” Evans, Director of Workforce Development Programs.

Commissioner Weekly inquired regarding the selection process, specifically when the hiring process began, how many people were interviewed for each position, and what media outlets were the job openings advertised? He further requested resumes of Ms. Bustamante Adams and Ms. Evans.

Mr. Cruz stated that the positions were open from mid-October through mid-November, and during that period, between 12 and 15 applications were received. Jan Pieri, WC’s Human Resources representative, screened the applications and six to seven of the applicants were called for an interview for the two available positions.

Ms. Pieri clarified that there were closer to nine applicants and she agreed to make available the full application packets for Ms. Bustamante and Ms. Evans.

Mr. Cruz stated that the positions were advertised with the local media, local newspapers, as well as with the National Association of Workforce Boards (NAWB) and California Workforce Association (CWA).

Ms. Pieri added that the positions were also posted on LinkedIn and job posting boards for the local municipalities.

6) **DISCUSSION: Agenda items for Joint Local Elected Officials Consortium – Board meeting scheduled for February 27, 2018**

Mr. Cruz provided background for this item and stated that the joint meeting will provide an opportunity for the Board and Consortium members to meet formally. Discussion ensued.

Commissioner Weekly stated that there needs to be conversation regarding disconnect between the Board and LEO Consortium, specifically a lack of understanding of the LEOs fiscal responsibility for the agency. He stated the importance of addressing these issues so

that both boards can begin working together to address the challenges of WIOA and/or discuss pursuing changes legislatively.

Commissioner Weekly requested staff to stop placing last minute contract and funding items on the agenda because the LEOs need time to discuss and vet the items.

Mr. Cruz acknowledged Commissioner Weekly's concerns and ensured that staff will calendar agenda items more timely and be more consistent so that the Consortium can do its due diligence when vetting items and allocating funds. Discussion ensued.

Chair Murzl agreed that there is disconnect between the Board and Consortium, which is due in part, to how WIOA is written. Without the LEOs on the Board, there is duplication of information due to vetting items separately, a lack of familiarity between the two boards and no opportunity for the LEOs to witness the expertise of the Board member or the lengthy discussions and thorough vetting process that happens at the Programs Committee.

Jerrie Merritt stated that she was disheartened to hear the line of questioning by the Commissioner regarding the executive director's hiring process of the two new executive management staff and hear the executive director struggle to answer the questions and to refer to the HR Consultant. She stated that this is not a good way to run an organization and that to move forward, the Board and Committee members, LEOs and staff need to get on solid ground and work together. She clarified that she is not insinuating the agency's problems occurred as a result of Mr. Cruz's leadership.

Commissioner Weekly agreed that Mr. Cruz inherited the problems of the agency, both good and bad.

Peter Guzman agreed that it was uncomfortable to hear Mr. Cruz questioned regarding the hiring process of his staff, stated that he fully supports Mr. Cruz as executive director and will help to bridge the gap between the Board and Consortium.

Chair Murzl requested Mr. Cruz and his staff to reach out to other workforce boards across the country to see how are they are operating, bridging the gaps, and overcoming the challenges of WIOA.

Mr. Cruz stated that staff would continue to do outreach to other boards regionally and report the information. He further stated that staff has begun an onboarding process for new board members.

Chair Murzl stated that she is responsible for ethically training and certifying Station's new board members. She suggested that WC hold tiered trainings for the Board and Committees to provide clarification regarding their expectations, responsibilities, job description, etc.

7) INFORMATION: Executive Director's Report ~ Jaime Cruz, Executive Director

- a. Library Initiative
- b. WIOA Integration Activities

Mr. Cruz presented the Executive Director's Report provided on page 13 of the agenda packet.

Chair Weekly stated that he visited several library sites to review space allocated for the one-stop centers and noticed that some of the spaces were quite small. In addition, based on feedback from the one-stop staff housed at the libraries, they are not receiving the support they need to drive in clients. He asked how WC would support the staff and what processes would be put in place.

Mr. Cruz acknowledged the challenges in the libraries and stated that, moving forward, with the full One-Stop Operator team in place, improved communication with the directors of the libraries, WC will fulfill what was committed to develop the partnership, provide assistance and support, and further the system integration efforts. Staff is committed to putting in place the processes to assure that cooperation and support that was envisioned and promised, is happening.

Chair Murzl asked who is ultimately responsible for coordination of the one-stop centers at the libraries.

Mr. Cruz replied that WIOA states that in a one-stop center, there must be staff that are funded from different funding streams, including DETR, DHHS, TANF/SNAP, Title I service providers, etc., and all of the staff must be coordinated by a one-stop operator. The operator is meant to work with the host, in this case the libraries, to put into place the processes for scheduling rooms, staffing, attendance, training, and so on. He further stated that the One-Stop Operator (KRA) is now fully staffed and will begin to develop and implement these processes.

Mr. Martin appreciated Mr. Cruz for supporting the integration efforts.

8) INFORMATION: Executive Committee Members Comments

None

9) SECOND PUBLIC COMMENT SESSION

None

10) Adjournment

The meeting adjourned at 3:30 p.m.

Agenda Item 5. INFORMATION

Strategic Initiatives Update Report ~ *Irene Bustamante Adams, Chief Strategy Officer*

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

Strategic Initiatives Update Report August 9, 2018

a) Status Update on WIOA Compliance Initiatives

- Workforce Connections (WC) has received all signatures from WIOA required partners for the system Memorandum of Understanding (MOU), and has updated the infrastructure sharing agreement for Program Year 2018 and has distributed for signatures.
- WC has added a standing agenda item to the Committee and Board meetings to update Board members on provider compliance status.

b) Status Update on Workforce Development System Continual Improvement Initiatives

- On June 28, DHHS staff visited affiliated One-Stop Center sites with the highest childcare needs in order to identify strategic placement of staff.
- DHHS has committed to train six new staff members for placement into the One-Stop Centers. Each staff member will be an eligibility worker who is knowledgeable in TANF, SNAP, and Medicaid. One staff member has completed training and will be seated in the Clark County Library beginning in August 2018. The staff member currently seated in the Comprehensive One-Stop Center will collocate to the West Las Vegas Library two days per week beginning in August 2018, until an additional person has completed training.
- WC held the second strategic conversation with the 17 system partners on July 9, 2018. The conversations are intended to shape the framework for the upcoming program year 2019 Request for Proposal (RFP) cycle.
- The one-stop operator has developed an electronic referral form for use by One-Stop system partners to track results across multiple programs. The form is undergoing user acceptance testing and will be fully implemented across the system in early August 2018.
- WC continues to collaborate on the transition of Business Engagement activities with DETR Business Services and the one-stop operator. The overarching goal is a “no wrong door” approach for businesses, which eliminates duplication of services and confusion. As part of the transition, WC participated in the following events:
 - Careers in Motion career fair and hiring event on May 16, 2018.
 - The Whitney Recreation Center Pop-up Career Fair held on May 24, 2018.
- WC staff visited Allentown ReEngagement Center along with Tiffany Tyler, Chief Executive Officer, and Cheri Ward, Executive Director, of Communities in Schools. The Center is a joint initiative focused on youth dropout recovery led by the Allentown School District, Communities in Schools of the Lehigh Valley, and the Workforce Board Lehigh Valley. The goal of the trip was to bring the best practice to Las Vegas. A meeting is set with the Clark County School District in August to pursue the idea.
- WC participated as a strategic partner in the Governor’s Education to Workforce Summit focused on youth work based learning opportunities on June 28. WC staff also participated as a panelist on the Building Career Pathways-Systems Change.

- WC staff attended the National Association Counties (NACo) 83rd Annual Conference on July 12. It was an opportunity to connect with Nevada's local elected officials, learn workforce best practices and to hear about the important challenges that impact county government.
- WC staff participated in the Metro Chamber's 2018 Washington, DC trip. It was an opportunity to interact with policy experts, congressional leaders, and other decision makers and build connections with fellow attendees. The trip included one-on-one time with Secretary of Labor Acosta, who described his strategies for the reentry population and his interest in highlighting Nevada's workforce best practices.
- WC staff hosted the new Region VI Department of Labor Federal Procurement Officer, Jeffrey Patton, on July 25. The visit included a tour of the Comprehensive One-Stop Center and West Las Vegas Library affiliated site.
- WC participated in the launch of the WINN Fund Healthcare Scholarships. The scholarships are to build the entry-level pipeline within the healthcare industry. The focus is on Home Care Aid and Certified Nursing Assistant training. There are 200 scholarships available.
- The National Association of Workforce Boards and the Bertelsmann Foundation, a multinational company based in Germany and one of the largest mass media companies active in the service sector and education, have selected Southern Nevada as one of three locations in the U. S. to participate in a project addressing disruptive technology. The information gathered in the U. S. will be compiled with studies in the European Union to accomplish project objectives. Research shows that cities with high percentages of their workforce employed in retail, food, hospitality, logistics and other service sector jobs are most at risk. The small group discussion will take place on August 8.
- WC provided workforce information and resources in the following community events:
 - Commissioner Lawrence Weekly's Service Provider's Night on July 24th
 - Craig Ranch Park 4th Annual Community Barbecue on June 30th

Agenda Item 6. INFORMATION

Staff update on preparations for upcoming Joint Workforce Connections Board and Local Elected Officials Consortium meeting scheduled for August 28, 2018

Agenda Item 7. INFORMATION

Executive Director's Report ~ *Jaime Cruz, Executive Director*

- a. Board Membership
- b. Visit from U.S. Department of Labor
- c. Visit from the National Association of Workforce Boards (NAWB)

Executive Director's Report 08-09-2018

- a) Board Membership
 - Local Elected Officials appointed 6 new board members at the last LEO Consortium meeting
 - Economic Development slot has since opened up, will be gathering applications for an upcoming LEO Consortium meeting

- b) Visit from US Department of Labor
 - Outgoing Federal Project Officer from Region VI brought his replacement and facilitated introductions to DETR, Nevadaworks and Workforce Connections staff
 - They highlighted the system integration progress that has been made since their last official visit in April, 2017

- c) Visit from the National Association of Workforce Boards (NAWB)
 - Southern Nevada was one of three locations selected by NAWB to host a strategic conversation on the Future of Work and Artificial Intelligence (AI)
 - This dialogue across the nation aims to contribute in shaping future policy on the impact of AI on workforce development

CURRENT BOARD MEMBERS

**Workforce Connections Board Member Application Selection
Based on WIOA Criteria
LEO Approved - 23 Board Members**

<p>12 Members Representing Business and Business/Trade Organizations (Majority over 50%)</p> <p>3-Year Terms</p>	<p>5 Members Representing the Workforce (Labor/Youth/Community Based) (Not less than 20%)</p> <p>5 Members Representing Education/Training and Governmental/Economic Development</p> <p>1 Member Representing Others Appointed by LEOs</p> <p>2-Year Terms</p>
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#	Category	Name/Title	Organization	Year of Expiration	#	Category	Name/Title	Organization	Year of Expiration
Large Size Businesses (More than 250 employees)									
01	Business	Valerie Murzi, Sr. VP - Human Resources/ Training	Station Casinos	2021	13	Labor Organization	Lou DeSalvio, Board Member and Asst. Training Director	So. NV Laborers Local #872 Training Trust	2020
02	Business	Rebecca Henry, Vice President - People	Allegiant Air	2020	14	Labor Organization	Marvin L. Gebers, Exec Board Member and Director of Training	Plasterers/Cement Masons Joint Apprenticeship Training Committee	2019
03	Business	Guy Martin, President	Martin Harris Construction	2021	15	Joint-Labor Registered Apprenticeship Program	Louis Loupias, Apprenticeship Coordinator	So. NV Operating Engineers/JATC Local #12	2020
04	Business	Jerrie Merritt, Sr. Vice President	Bank of Nevada	2021	16	Youth Organization	Liberty Leavitt, Graduation Initiative Coordinator III	Clark County School District	2019
05	Business	Linda Gerstenberger, VP of Human Resources	Dignity Health	2021	17	Youth Organization	Jack Martin, Director	Clark County Department of Juvenile Justice Services	2020
06	Business	Cecil Fielder, Director of Safety, Training and Security	Keolis Transit America	2020	18	Adult Education (Title II)	Jill Hersha, Literacy Services Manager of Community Adult Learning	Las Vegas-Clark County Library District	2018
Small - Medium Size Businesses (0 to 250 employees)									
07	Business	Renee Boyce, President & CEO	My Next Career Path Staffing	2021	19	Higher Education	Bart Patterson, President	Nevada State College	2020
08	Business	Brenda Flank, Executive Director	Conservative Alliance for Community Growth	2021	20	Economic Development	VACANT	VACANT	
09	Business	Duana Malone, Owner	Tech Queen Systems LLC	2021	21	Wagner-Peyser (Title III)	Renee Olson, Administrator	State of NV, DETR Employment Security Division	2020
10	Business	Leo Bletnitsky, President	LBA Networking (Computer Networking)	2018	22	Vocational Rehabilitation (Title IV)	Janice John, Deputy Administrator	State of NV, DETR Bureau of Vocational Rehabilitation	2019
Business / Trade Organizations									
11	Business/Trade Organization	Mary Beth Sewald, President & CEO	Las Vegas Metro Chamber of Commerce	2021	23	Others Appointed by the LEOs	Marcia Turner, Chief Administrative Officer	University Medical Center	2019
12	Business/Trade Organization	Peter Guzman, President	Latin Chamber of Commerce	2019					

Representatives of Business (Majority over 50%)	12	52.17%
Representatives of Workforce (Labor/Youth/Comm Based) (Not less than 20%)	5	21.74%
Representatives of Education/Training and Governmental/Economic Development (5 Required)	5	21.74%
Others Representatives Appointed by the LEOs (Optional)	1	4.35%
Total Number of Board Members	23	

Agenda Item 8. INFORMATION

Executive Committee member updates

Agenda Item 9. SECOND PUBLIC COMMENT SESSION

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Committee. 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 and state your address for the record. Each comment will be limited to three (3) minutes.