



**GOVERNOR'S WORKFORCE DEVELOPMENT BOARD
STRATEGIC PLANNING SUBCOMMITTEE**

500 E. Third Street, Room 200
Carson City, Nevada 89713
Telephone (775) 684-3911 * Fax (775) 684-3908

**MEETING MINUTES
Thursday October 1, 2015 at 3:00 p.m.**

Place of Meeting: Department of Employment, Training & Rehabilitation (DETR)
Stan Jones Building
2800 East St. Louis Avenue, Conference Rooms A, B & C
Las Vegas, Nevada 89104

Telephone conferenced to
Department of Employment, Training and Rehabilitation
500 E. Third Street – Director’s Conference Room
Carson City, Nevada 89713

Some members of the Council may be attending the meeting and provide testimony through a simultaneous teleconference call.

**action requested*

Council Members Present: Patrick Sheets, Pam Egan, and Kristine Nelson proxy for Dennis Perea

Council Members Absent: Dennis Perea

Others Present: Lynda Parven, Grant Nielson, and Steve Fischer,

**Please note that all attendees may not be listed above.*

- 1. **Welcome, Introductions and New Members** *Patrick Sheets*
Chair, Governor’s Workforce Development Board (GWDB) Strategic Planning
Subcommittee (SPS).

Chair Patrick Sheets started meeting and asked Ms. Kristine Nelson, State Board Liaison (DETR) to call roll.

- 2. **Roll call and Establishment of a Quorum**..... , *Kristine Nelson*
State Board Liaison (DETR)

Kristine Nelson called roll and informed the Chair that a quorum was present.

3. **Verification of Posting**..... *Kristine Nelson*
State Board Liaison (DETR)

Kristine Nelson verified that the agenda for this meeting was posted according to NRS 241.020.

4. **First Public Comment Session** *Patrick Sheets*

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**.

John Thurman, Nevadaworks would like the state compliance policy 1.20 and 1.4 to use language word-for-word in the notice for rulemaking in WIOA or the language that appears in the Act itself for consistency.

5. ***FOR POSSIBLE ACTION Approval of the June 30, 2015, minutes of the GWDB – Strategic Planning Subcommittee (SPS) –** *Patrick Sheets*
Chair, GWDB, SPS.

Kris Nelson made correction (shown in red) for the subcommittee to review.

It was moved and seconded to approve with changes; motion carried Kris Nelson abstained.

6. ***FOR POSSIBLE ACTION/INFORMATIONAL: Review of Workforce Innovation and Opportunity Act (WIOA) State Plan Requirements – ETA 2015-0006-0002 (for consideration at the October 15, 2015 GWDB meeting)** , *Kristine Nelson*
Proxy for Dennis Perea – GWDB Strategic Planning Subcommittee Vice Chair
(DETR)

Kris Nelson stated that this has been placed on the agenda more as an informational item for the subcommittee. This document is the State Plan guidelines draft as issued by the Department of Labor (DOL) ETA office. The WIOA Governance workgroup headed up by Mr. Steve Fisher is coordinating responses from a variety of stakeholders to fulfill the section requirements. The deadline for submission for input was September 22, 2015. Mae Worthey, DETR Public Information Officer and Kris Nelson are responsible for compiling the section input and editing the draft that will eventually come before this subcommittee for review then to the full board. There were no questions.

7. **FOR POSSIBLE ACTION/INFORMATIONAL: Review of the State Plan Strategic Vision – (for consideration at the October 15, 2015 GWDB meeting)** , *Kristine Nelson*
Proxy for Dennis Perea – GWDB SPS, Vice Chair

Kris Nelson stated that this is another informational item for the subcommittee. This is a required section in the State Plan that was drafted and put through to the Governor office and approved by Dale Erquiaga. It will be incorporated into the appropriate section of the ETA guideline document (*Agenda Item #6*) was pulled for emphasis for the subcommittee review/information only. There were no questions.

8. **FOR /POSSIBLE ACTION/INFORMATIONAL: Consideration of January 21, 2016 Governor’s Workforce Development Board (GWDB) meeting transitioning to a State Plan workshop (public) for the Board; consideration of ad hoc February 2016 GWDB meeting for final review/vote on State Plan draft:, Kristine Nelson**
Proxy for Dennis Perea – GWDB SPS, Vice Chair

Kris Nelson stated this again was an informational item for the subcommittee review. The timeline for the submission of the State Plan is very constrained and is due to DOL March of 2016. The plan will need to go through various processes including review and approval by this subcommittee before it is presented to the full board. Dale Erquiaga and the WIOA Governance workgroup have proposed turning the January 21, 2016 GWDB meeting into a public workshop to provide the full board with ample opportunity to review and have input into the plan draft as well as public comments before it goes to the Governor for final review and submission in March. That means this subcommittee will need to meet prior to that January 21, 2016 date to pre-review the draft. The subcommittee decided to hold a public meeting on January 14, 2016 at 3:00 pm. Pam Egan agreed and appreciated the process allowing this subcommittee and the full board time to review the draft properly. *Kris Nelson will share any changes to the draft with SPS between now and the meeting on January 14, 2016.

9. ***FOR POSSIBLE ACTION: Approval of State Compliance Policy 1.20 – One-Stop Affiliated Site Requirements for consideration at the October 15, 2015 GWDB meeting, Grant Nielson**
Chief, DETR Workforce Investment Support Services

Grant Nielson stated that this state compliance policy 1.20 is a new policy from the WIOA Governance workgroup. It is based on two types of one-stop sites within the WIOA system there are comprehensive sites and affiliate sites for an additional entry point into the system. The policy contains definitions of what a location is and what the minimum requirements are and how to appeal a decision made by a local board if an affiliate site is denied. Besides Career Services delivered by WIOA partners, an application to become an affiliate site must describe how it will provide effective access, both physical and electronic, to other core partner programs are made from that particular site. The application must indicate the process for making referrals to other core programs. The application must also indicate the process to determine if the referral was acted upon by the core partner. The outcome of all referrals must be documented in the state’s participant case management system. At a minimum, an affiliate site must have at least one other system partner staff representation for more than 50 percent of the hours the site is open to the public. When an affiliate site is in the location of the Wagner-Peyser Program, the other partner must be other than the partner administering local veterans' employment representatives, disabled veterans’ outreach program specialists, or unemployment compensation programs. (§ 678.315) Pam Egan wanted to ensure the Local Workforce Development boards (LWDB) had seen and reviewed these policies. Grant Nielson added that both LWDB are represented on the Governance workgroup. Ardell Galbreth agreed policy and sits on the Governance workgroup that reviewed and developed these policies. Mr. Galbreth noted that on page 3 the branding name should be consistent in all the policies. John Thurman wanted to clarify his public comment. He would like to see word-for-word from the Act or the NPRN in the policies for consistency so as not to have unintentional consequences on the meaning or understanding of the said policy. He was concerned when drag in the delivery of services into the definition of an affiliate site as they are clearly separate sections in the Act and the NPRN’s. Pam Egan wanted to know if the affiliate site requirements to have additional service/activity providers on site affect the contracted service providers in a particular area? Mr. Nielson said that it does not. A provider can still provide WIOA services without being an affiliate site. No additional questions.

It was moved and seconded to approve with changes; motion carried.

10. *FOR POSSIBLE ACTION: Approval of State Compliance Policy 1.4 – WIOA One-Stop Delivery System for consideration at the October 15, 2015 GWDB meeting, Grant Nielson Chief, DETR Workforce Investment Support Services

Grant Nielson stated that this is an existing policy that has been updated and added to the WIOA program. All changes have been noted for this subcommittees’ review as requested by the GWDB. It defines what a comprehensive one-stop is and how it is put together. It also defines describes the Method of Understanding (MOU). The Chair appreciated the detail of the policy and specificity of the authority of the local elected officials and their responsibility for oversight to meet the WIOA governance and the Governor’s state plan. Kris Nielson agreed with Mr. Galbreth regarding the branding (*section 5b*) should be consistent in all the policies the subcommittee agreed on “America’s Job Center of Nevada” Mr. Nielson alerted the subcommittee regarding a technical correction on page one that will be correct should the policy be approved. Mr. Galbreth had a concern with paragraph four regarding the process of selection of the committee for review and evaluation of the proposals. The local board votes on the contracts and/or awards so to have them on the evaluation or approval process would be a conflict of interest. Under Workforce Connection’s current policy the board must approve all contract awards and then the local elected official ratifies them which this process does not state. Grant Nielson will amend/edit the policy with an additional step to reflect WIOA guidelines and the current rules and regulations of the local boards. Mr. Thurman restated that this is a good example of what can go wrong when language is slightly changed from the Act. No additional questions. The Chair thanked the Mr. Galbreth and Mr. Thurman for their input and participation in the process to assist the GWDB. Mr. Galbreth appreciated all the hard work, comradery, and coordination from the subcommittee, WISS and all the agencies.

It was moved and seconded to approve with changes; motion carried.

11. Second Public Comment Session – Patrick Sheets
Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**.

Chair announced the second public comment session, none were made.

12. FOR POSSIBLE ACTION: ADJOURNMENT
Patrick Sheets Chair, Governor’s Workforce Investment Board, Strategic Planning Subcommittee.

After the Chair closed the second public comment session, the meeting was adjourned.

Agenda items may be taken out of order, combined for consideration by the public body, and/or pulled or removed from the *agenda at any time*. *The Chair may continue this meeting from day-to-day. Pursuant to NRS 241.020, no action may be taken upon a matter raised during a period devoted to comments by the general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken.*

**action requested*

GOVERNOR'S WORKFORCE INVESTMENT BOARD
STRATEGIC PLANNING SUBCOMMITTEE

Notice: *Persons with disabilities who require special accommodations or assistance at the meeting should notify Coralie Peterson, Workforce Solutions Unit, Department of Employment, Training and Rehabilitation, between the hours of 8:00 a.m. through 5:00 p.m., in writing at 2800 E. St. Louis., Las Vegas, Nevada 89104; or call (702) 486-0523; or fax (702) 486-6426 on or before the close of business Friday, June 26 2015..*

Notice of this meeting was posted at the following locations on or before 9:00 a.m. on the third working day before the meeting: DETR, 2800 E. St. Louis, Las Vegas, NV; DETR, 500 East Third St., Carson City, NV; DETR, 1325 Corporate Blvd., Reno NV; NEVADA JOBCONNECT, 3405 S. Maryland Parkway, Las Vegas, NV; NEVADA JOBCONNECT, 119 Water St., Henderson, NV; NEVADA JOBCONNECT, 2827 N. Las Vegas Blvd., North Las Vegas, NV; NEVADA JOBCONNECT, 1929 N. Carson St., Carson City, NV; NEVADA JOBCONNECT, 172 Sixth St., Elko, NV; NEVADA JOBCONNECT, 480 Campton St., Ely, NV; NEVADA JOBCONNECT, 121 Industrial Way, Fallon, NV; NEVADA JOBCONNECT, 475 W. Haskell, #1, Winnemucca, NV; NEVADA JOBCONNECT, 4001 S. Virginia St., Suite G, Reno, NV; NEVADA JOBCONNECT, 1675 E. Prater Way, Suite 103, Sparks, NV; GRANT SAWYER OFFICE BUILDING, 555 E. Washington Ave., Las Vegas, NV; LEGISLATIVE BUILDING, 401 S. Carson St., Carson City, NV; NEVADAWORKS 6490 S. McCarran Blvd., Building A, Unit 1., Reno, NV; WORKFORCE CONNECTIONS, 6330 W. Charleston Blvd., Las Vegas, NV. This agenda was also posted on DETR's Web site at www.nvdetr.org. In addition, the agenda was mailed or e-mailed to groups and individuals as requested.