



GOVERNOR'S WORKFORCE INVESTMENT BOARD

500 E. Third Street, Room 200

Carson City, Nevada 89713

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MEETING MINUTES

Name of Organization: Governor's Workforce Investment Board
Information Technology Sector Council

Date and Time of Meeting: **Wednesday**, October 3, 2012
10:00 a.m.

Place of Meeting: Department of Employment, Training & Rehabilitation
2800 East St. Louis Avenue
Las Vegas, NV

Department of Employment, Training & Rehabilitation
1325 Corporate Boulevard
Reno, NV

This meeting was also conducted via videoconference at the Reno location listed above and by telephone conference call. Members of the public may observe this meeting and provide comment at the addresses listed above or by calling the number and access code listed below.

1-877-810-9415
Access Code 4697842#

Council Members Present: Arnold Lopez, Carol Lucey, Felicia Nemcek, Linda Montgomery, Lindsey Niedzielski, Missy Young, Nancy Smith, Saeed Karamooz, Steven Zink, Warren Hioki, Mike Frechette for Debbie Banko.

Council Members Absent: Audrey Damonte, James Maida, Justin McVay, Mike Gardineer, Pam Egan, Robert Nielsen, Scott Garrison.

Ex-officio Members Present: William Anderson, DETR Research and Analysis Bureau, Chief Economist; Peter Bacigalupi, Workforce Connections; John Thurman, Nevadaworks.

Ex-officio Members Absent: none.

DETR Staff Present: Ansara Martino, LeVerne Kelley, Earl McDowell, Odalys Carmona.

Guests: William Anderson.

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

- I. Welcome and Introductions Linda Montgomery
Chair, Information Technology Sector Council

Linda Montgomery introduced herself, welcomed the council and called the meeting to order at 10:02 a.m.

- II. Roll call and Establishment of a Quorum Ansara Martino
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Ansara Martino called roll and it was established that a quorum was present.

- III. Verification of Posting Ansara Martino

Ansara Martino verified that the agenda for this meeting was posted in accordance with NRS 241.020.

- IV. ***Discussion/Possible Action** – Approval of the August 9, 2012 Minutes Linda Montgomery

It was suggested to make two corrections to page 5 on the minutes for agenda item VIII, one correction for a word misspelling and another correction for a fragmented sentence. It was noted that the items will be corrected. A motion was made by Missy Young to approve the minutes with the noted corrections. This motion was seconded by Arnold Lopez.

- V. **First Public Comment Session** Linda Montgomery
Members of the public will be invited to speak before; however, no action may be taken on a matter during public comment until the matter itself has been included on an agenda as an item for possible action. Public comment may be limited to three minutes per person at the discretion of the chairperson.

For the first public comment session, Mrs. Montgomery invited members of the public to speak and advised that comments may be limited to three minutes at her discretion as the council Chair.

Frank Woodbeck, Director of the State of Nevada Department of Employment, Training and Rehabilitation stepped forward to offer public comment. Mr. Woodbeck informed the council that he has asked each of the Governor's Workforce Investment Board (GWIB) industry sector council Chairs to provide answers to questions he has sent each of them regarding the council's particular industry and a low-, mid-, and long-term future as they see the industry. He said the purpose of these questions is for each of the sector councils to give information about the current and future status of Nevada's workforce outlook. This information and the sector councils are very important in identifying and addressing the delivery of industry-specific training and workforce development initiatives in the state of Nevada.

Next, Mr. Woodbeck said DETR embarked on a pilot project in the manufacturing industry earlier this year that was very successful in training entry-level machinists. He asked the council to consider pilot projects for the Information Technology industry that could providing training and help provide employment for Nevadans relatively quickly. For example, in the IT industry one area might be cloud computing. The council can consider what type of training employers want someone certified for cloud computing to have and what type of certificate would be awarded to the trainee.

Mr. Woodbeck then informed the council that DETR has formed a partnership with the Nevada System of Higher Education and one thing that will come out of that is DETR will begin to put career development centers on community college campuses. The purpose is to have a stronger link with the community college campuses.

Last, Mr. Woodbeck advised the council he wanted to report to them a meeting he had recently with the superintendent of the Washoe County School District, Pedro Martinez. Mr. Woodbeck reported that Pedro Martinez is interested in seeing how he can form a pipeline with the district's high school students

and the various industry sectors. Mr. Martinez and his staff want to know what the industry needs are and how they can instill that training during the junior and senior high school years. Second, they would like to establish internships that high school students can participate in and establish certificate programs for high achieving youths to earn before they graduate.

Mrs. Montgomery asked Mr. Woodbeck if he can be an item on the next meeting's agenda so he and the council can discuss those initiatives further. Mr. Woodbeck said that he would be happy to and thanked the council for their time. Mrs. Montgomery next announced that October is cyber-security awareness month and informed the council:

- That there is a noteworthy event coming up at the Clark County Government Center on October 10, 2012 from 1:00 pm to 3:00 pm called "RSA Anatomy of the Attack". Mrs. Montgomery explained that RSA will be discuss how their servers were breached and information was stolen that could be used to compromise the security of two-factor authentication tokens used by 40 million employees to access sensitive corporate and government networks. They will also be discussing the anatomy of highly sophisticated and targeted cyber-attacks that are occurring all over the world. The purpose of the event is to help people better understand how to live in compromise with advanced threats and the need for greater situational awareness and intelligence-driven security.
- A news article, which was presented as a handout for the meeting, entitled "IT Headcount Expected to Rise in Q4, CIOs Say." The article discussed expected growth for the need of the IT workforce during the 4th quarter 2012 with the transportation sector anticipating the most need to hire more IT professionals.
- Another news article, entitled "Microsoft Says 6,000 Jobs Open, Wants More Visas" states that a Microsoft says it can't find enough IT workers to fill thousands of open positions they have for computer scientists, programmers, and other IT pros that it can't fill due to a shortage of skilled workers. Mrs. Montgomery said some of these may be jobs that could provide employment to a trained IT workforce in Nevada and that by all accounts there is a shortage of skilled IT professionals that trained Nevadans could fill. These professionals need STEM training and she would like the council to keep that in mind as they develop their plan for IT workforce training and development.
- There will be a Broadband Summit in the Southern Nevada area on Wednesday, October 24, 2012 at the Windmill Library. The event is also going to be held in Northern Nevada on Monday, November 24, 2012. At these events they will be discussing how to connect with stakeholders and partners; broadband uses and impact; how to gather resources and tools for broadband planning; learn from nationally acclaimed broadband speakers; and participate in locally development Connect Nevada activities. Council member Lindsey Niedzielski told the rest of the council she is the organizer of the event and enthusiastically invited council members to attend.
- Mrs. Montgomery also recognized GOED Information Technology Industry Specialist Justin McVay for the IT Training and Career Development Fair that he coordinated in September 2012.

Mrs. Montgomery again asked for any last public comments. Hearing none, she turned to the next agenda item.

For a copy of the articles, announcements, and flyers referred to above, they are available at: [Articles Announcements & Flyers for 10-03-12 Meeting.pdf](#)

VI. ***Discussion/Possible Action** – Naming of Arnold Lopez as Co-Chair of the Information Technology Sector Council..... Linda Montgomery

Mrs. Montgomery announced that she is appointing Arnold Lopez as her sector council Vice-Chair, thanked him for his willingness to serve, and invited Mr. Lopez to address the council. Mr. Lopez gave the council a brief overview of his career and IT background. He is looking forward to participating on the council and is happy to be appointed Vice-Chair.

VII. Presentation – Sector Overview from an Economic Perspective.....Leandra Copeland
Economist, Research and Analysis Bureau, DETR

In the place of Leandra Copeland, the presentation was given by William Anderson, the Chief Economist with DETR's Research and Analysis Bureau. Mr. Anderson explained that the Research and Analysis Bureau partners with the US DOL in overseeing the various labor market information programs in Nevada and there are sister agencies in every state. R & A is a resource available to the council to provide data to research questions, to analyze data relevant to their role as Research and Analysis and the type of data that they maintain.

Mr. Anderson prefaced his presentation with an explanation that the information he is presenting is very broad and can be narrowed down for the council as they choose. Data presented to the council included the BITE (Business Information Technology Ecosystems) industries as defined by the Brookings Institute, who did a study last year for Nevada to identify industry sectors viable for future economic growth. He explained the list he is presenting is quite lengthy because the IT field crosses a number of industries, with the exception of gaming, utility industries and government. The second item he referred to dealt with occupations. He pointed out the number of employees in those industry groups for 2012, the percentage of jobs held in Nevada for those industries and the median hourly earnings for the occupation. The third list he discussed presented a representative roster of employers for the IT industry in Nevada. It included the county in which the company is located, the industry the company represents, the approximate range for the number of employees, and the trade name of the company. The fourth piece of information Mr. Anderson presented was entitled, "Business Information Technology Ecosystems Sector Report". This report included information about the regional and national growth rate of IT jobs for 2003 to 2012, had information regarding an industry breakdown, location quotient information, and shift share analysis/breakdown.

Missy Young expressed some concern that the occupations listed on the second handout had little or no relevancy to the IT sector as she understands it. One example she pointed out was "Call Centers", which she said is not a technical job in the IT field that this council should be considering. Carol Lucey and Steven Zink agreed with Missy Young. She does not want data on jobs that are not truly representative of the IT sector. As pointed out in the beginning of the presentation, Mr. Anderson again said he could narrow down the list to only the occupations truly relevant to the IT field as this council sees it. Missy Young asked to clarify if the council comes up with a list of the occupations, which may or may not be included on the list presented to the council today, will Mr. Anderson be able to present information on those occupations identified by the council. Mr. Anderson agreed and told the council given their concerns, it might be best to focus on occupations rather than industries.

A lengthy discussion ensued, the result of which concluded that there will be an action item on the next meeting's agenda for the council to determine the occupations and areas they would like the Research and Analysis Bureau to focus on with data analysis. Mr. Anderson will send the council an occupation list with IT employees of 10 or more. Council members will take time to consider this before the next council meeting and be prepared to discuss the issue amongst each other. The occupations and areas that they decide to focus on will be provided to Mr. Anderson so he can provide the data for the areas they choose. Warren Hioki said he feels location quotient information is important for diversification purposes and wants the council to be provided with that information once they have narrowed down the occupational list. Mike Frechette and Arnold Lopez also want IT occupations to be shown for each of the eight industry sectors that the Governor has focused on for economic development in Nevada. Mrs. Montgomery said this will help the council map the talent and training needed from a workforce development perspective as is one of the council's key goals. She wants to specify the skillsets needed for those occupations and the industries those occupations cover.

For a copy of the presentation information, see the following links:

[1 - industry list september 2012.pdf](#)

[2 - Top Occupations september 2012 meeting.pdf](#)

VIII. ***Discussion/Possible Action** – Addressing the Renaming of the Information Technology Sector Council..... Linda Montgomery

Mrs. Montgomery stated she had done a little research since the last council meeting on the terms “Information Technology” (IT) and “Information Communication Technology” (ICT), found they differ greatly. “IT” involves system administrators, IT departments, network engineers, computer programmers, and other IT experts and staff that have specific core services within an IT group. “ICT” is used more widely in the United Kingdom, in educational settings and in a more general sense for other digital technology used to aid individuals with cloud networking, telecommunications (telephone lines and wireless signals), software, and audio-visual services being networked with line networks and computer networks. She said a job search on Indeed.com for IT versus ICT jobs was revealing; the search for IT positions yielded 73,047 results, compared to the search for ICT positions, which only yielded 36 results. After inviting the council to consider which term would be more appropriate for defining themselves as a council, the council decided for the present time to keep the name “Information Technology” Sector Council based on the ease and simplicity for the general public to recognize the industry this council represents.

IX. ***Discussion/Possible Action** – Discussion Regarding the Formation and Staffing of the Information Technology Sector Council Sub-Committees..... Linda Montgomery

Mrs. Montgomery discussed the current membership of the two subcommittees formed at the last sector council meeting on August 9, 2012. Council members Missy Young, Nancy Smith, Mike Frechette for Debbie Banko and Arnold Lopez volunteered to be members of the Marketing Subcommittee. Carol Lucey, Warren Hioki, Linda Montgomery and Felicia Nemcek volunteered as members of the Education Subcommittee. Mrs. Montgomery said she will check with Robert Nielsen, absent from the council meeting today, to see if he is interested in participating on the Education Subcommittee. The council also discussed meeting dates for the subcommittee meetings and that the subcommittees are subject to Nevada Open Meeting Law.

X. ***Discussion/Possible Action** – Overview of Youth Initiatives in the Sector Councils.....Odalys Carmona
Youth Liaison, Workforce Solutions Unit, DETR

Ms. Carmona greeted the council and thanked them for the opportunity to present information about the statewide initiatives for youth. She said one development has been the Governor’s website for youth (www.nevadayouth.org). A press release was sent out October 2, 2012. This website has been developed and launched with direct support from the Governor’s Workforce Investment Board and the Governor’s Youth Council, as well as with the feedback from about 250 students from Las Vegas High School in the Clark County School District. Based on direct feedback from Nevadan youths about what they would like to find on such a website, the website provides youth with tips, tools and support to help make employment and career decisions, including a career readiness assessment test. Youths are also able to explore careers, develop a resume, submit job applications online and look at certificate programs, vocational programs, and higher education degrees. Social media networks will also be considered for promoting the website and youth initiatives in the State. DETR is also working with the school districts to promote the website, as well as with the Research and Analysis Bureau so youths (and adults alike) can take advantage of the Nevada Career Information System available through the Bureau.

The Governor’s Youth Council will be meeting next week and in one agenda item they will be revising their statewide strategic plan for youth so that it more closely aligns with the Governor’s 2012 economic plan for Nevada and the sector council initiatives. In the Health Care and Medical Services Sector Council Education and Training Subcommittee, they are looking at creating a sector career fairs

throughout the school district. Discussions have also been held with the JAG program and CSN. Each of the industry sector councils can participate in these career fairs. Also of interest, the U.S. Department of Education has created an accredited and approved work readiness curriculum. This curriculum is standardized and accepted by the Clark County School District and they have found that through workforce readiness training youths are learning many of the other skills they need to graduate with the requisites needed for areas such as English, Math and Science. The Youth Council is considering how they can align that curriculum statewide with each of the 17 school districts in Nevada and with the workforce development providers. Nellis AFB and Clark County School District started what they call the STARBASE Academy, which is a program run on the base with the assistance of teachers, administrators and volunteers to instruct students in the areas of science, technology, engineering and mathematics. STARBASE was developed to help interest and engage at-risk youth in STEM areas and career choices.

For a copy of the press release and a flyer for the website, see: [NV Youth Flyer and Press Release.pdf](#)

XI. **Second Public Comment Session** Linda Montgomery
Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. 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. Each comment will be limited to three (3) minutes.

Mrs. Montgomery invited members of the public to comment; however, there were none.

XII. ***Discussion/Possible Action** – Future Agenda and/or Recommendations.....Linda Montgomery
There were no suggestions by council members for the next meeting agenda.

XIII. ***Discussion/Possible Action** – Future Meeting Schedule Linda Montgomery
It was agreed that Ansara Martino, DETR staff member with the Workforce Solutions Unit, would send out a ‘save the date’ notice for the next scheduled meeting.

XIV. **Motion for Adjournment**..... Linda Montgomery
When Mrs. Montgomery asked for a motion to adjourn the meeting, Missy Young made the motion and it was seconded by Arnold Lopez.

**Denotes items on which the Governor’s Workforce Investment Board Information Technology Sector Council may take action. Agenda items may be taken out of order. The Chair may continue this meeting from day-to-day. Pursuant to NRS 241.020, no action may be taken upon a matter raised under public comment until the matter has been specifically included on an agenda.*

GOVERNOR’S WORKFORCE INVESTMENT BOARD
INFORMATION TECHNOLOGY SECTOR COUNCIL

Audrey Damonte, Pam Egan, Mike Gardineer, Scott Garrison, Saeed Karamooz, Arnold Lopez III, Linda Montgomery, Carol Lucey, Nancy Smith, James Maida, Justin McVay, Felicia Nemcek, Missy Young, Lindsey Niedzielski, Steven Zink, Robert Nielsen and Warren Hioki.

Notice: *Persons with disabilities who require special accommodations or assistance at the meeting should notify Ansara Martino, DETR, Workforce Solutions Unit, 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 Tuesday, October, 2, 2012.*

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 E. Third St., Carson City, NV; GRANT SAWYER OFFICE BUILDING, 555 E. Washington Ave., Las Vegas, NV; LEGISLATIVE BUILDING, 401 S. Carson St., Carson City, NV; BLASDEL OFFICE BUILDING, 209 East Musser St., Carson City, NV; NEVADAWORKS 6490 S. McCarran Blvd, Building A, Unit 1, Reno, NV; WORKFORCE CONNECTIONS, 7251 W. Lake Mead Blvd, Las Vegas, NV; CHILDREN’S CABINET, 1090 S. Rock Blvd, Reno, 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.