



GOVERNOR'S WORKFORCE INVESTMENT BOARD
500 E. Third Street, Room 200
Carson City, Nevada 89713
Telephone (775) 684-3911 * Fax (775) 684-3908

MEETING MINUTES

Governor's Workforce Investment Board (GWIB) Health Care and Medical Services Sector Council Data/Evaluation/Research Subcommittee Monday, September 30, 2013 11:00 a.m.

Some members of the Council may be attending the meeting and provide testimony through a simultaneous videoconference and teleconference and other persons may observe the meeting conducted at the following locations listed below:

Place of Meeting:

Department of Employment, Training & Rehabilitation
Stanley P. Jones Building
2800 East St. Louis Avenue, Conference Room C
Las Vegas, NV

Nevada Job Connect
Reno Town Mall
4001 South Virginia Street
Reno, NV

Department of Employment, Training & Rehabilitation
500 East Third Street, 1st Floor Auditorium
Carson City, NV

Subcommittee Members Present: Laura Hale, Dr. John Packham, Dr. Carolyn Yucha, Dr. Jeffrey Daniels, Dr. Veronica Dahir.

Subcommittee Members Absent: none.

DETR WSU Staff Present: Earl McDowell, Derita Hopkins, De Salazar, Odalys Carmona.

Others Present: Linda Johnson (GWIB Health Care and Medical Services Sector Council), Debra Scott (Vice-Chair, GWIB Health Care and Medical Services Sector Council), Ken Pierson (DETR, Bureau of Vocational Rehabilitation), Mary-Ann Brown (GWIB Health Care and Medical Services Sector Council), Dr. Marcia Turner (Chair, GWIB Health Care and Medical Services Sector Council).

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

AGENDA

- I. Welcome, Introductions and New Members..... Dr. John Packham, Chair
Data/Evaluation/Research Subcommittee of the GWIB Health Care and Medical Services Sector
Council

Dr. John Packham called the meeting to order at 11:00 a.m., welcomed everyone and thanked them for attending today's meeting. Dr. Packham then asked for Derita Hopkins, Administrative Assistant for DETR's Workforce Solutions Unit, to call roll.

- II. Roll call and Establishment of a Quorum Derita Hopkins, Administrative Assistant
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Ms. Hopkins called roll and informed Dr. Packham that a quorum was present.

- III. Verification of Posting.....Derita Hopkins

Dr. Packham asked Ms. Hopkins to verify that the agenda for today's meeting was posted according to Nevada statute. Ms. Hopkins confirmed that the agenda was posted according to NRS 241.020.

- IV. **First Public Comment Session** Dr. John Packham
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 (3) minutes per person at the discretion of the Chairperson.

Dr. Packham announced the First Public Comment Session and invited members of the public to speak. No comments were made. Hearing none, Dr. Packham closed the session and turned to agenda item V.

- V. **For Possible Action** – Approval of the July 23, 2013 Meeting Minutes Dr. John Packham

Dr. Packham asked if the Subcommittee members had the opportunity to review the July 23, 2013 meeting minutes. A motion to approve the minutes was made by Laura Hale. The motion was seconded by Dr. Carolyn Yucha. All were in favor. None were opposed. The motion carried.

Dr. Packham then turned to agenda item V.

- VI. **For Possible Action** – Determine Steps and Timeline for Execution of the Data/Evaluation/
Research Subcommittee's 2013 Strategic Plan..... Dr. John Packham

Dr. Packham announced that this Subcommittee would be concentrating on its portion of the 2013-2014 GWIB Health Care and Medical Services Layered Strategic Plan. The objectives of this Subcommittee will be as follows:

- (1) Demand Data
- (2) Supply Data
- (3) Health workforce requirements
- (4) Impact of Reform
- (5) Council Support and other related activities.

Dr. Packham explained that under item (1) Demand Data there are two items: (a) Undertake statewide hospital and health sector vacancy and turnover analysis with the Nevada Hospital Association, Nevada Health Care Association, Nevada State Medical Association and other interested stakeholders. Item (a) will have to be left on hold at this time because it is a work in progress. There will be a survey administered sometime in October 2013 that will be sent to hospitals, long term care facilities (as well as

in rural areas), local health departments, community health centers and large physician practices. The survey will be one or two pages in length and it will query the Directors of Human Resources on the difficulties that may be existing with recruitment and retention, and possibly some open ended questions related to vacancies and turnover issues for this industry sector.

Item (1) Demand Data subpoint (b) is to update the demand analysis contained in Health Workforce in Nevada report based on information that becomes available during 2013 (e.g., updated/ revised DETR employment estimates and projections). He went on to say in conjunction with other projects the data is being updated and it will be shared with the Council members sometime after the year of the upcoming new year.

Dr. Packham then asked if there were any comments or questions so far. One Subcommittee member asked why educational institutions are not being queried as well. Dr. Packham responded that it might be a separate type of study and he would be very interested in discussing it at a later date.

Next, Dr. Packham went on to item (2) Supply Data. He stated that additional data will be available during 2014 and he will be able to share that information with the members. He said that there has been a productive discussion on the Minimum Data Set (MDS) collection that was facilitated through the National Governor's Association and he was very encouraged at their last meeting. He then asked Dr. Marcia Turner, Chair of the GWIB Health Care and Medical Services Sector Council, if she would like to speak on this item. Dr. Turner asked Dr. Packham if anything else had been done with the non-nursing boards, whether anyone had reached out to any of the board members. Dr. Packham replied that he did not know at this time, but there has been feedback from the pharmacy board and he pledged to follow up on contacting the non-nursing board(s). Debra Scott, Vice-Chair of the GWIB Health Care and Medical Services Sector Council, added that they have tried three times to upload the survey and each time their system has crashed, but they tried again and it is now working. Dr. Packham asked Ms. Scott if he could have the contact information to the pharmacy board so he could coordinate with them.

Dr. Packham informed the members that item (c) is to update and expand the Postsecondary Education Data System (IPEDS) data collection and database to include both student enrollment and graduation/completion data. He shared with the Council members that he actually had a couple of grad students who updated the information that was pulled together in appendix IV of the Health Workforce of Nevada Report. He added that he believed this was all health related. He added there will be more on IPEDS at the first of the upcoming year.

Dr. Packham announced that he had three items worth mentioning that may be of interest to the Council members. One is that his office takes an annual survey of all physicians in Nevada who complete school of medicine residency and fellowship programs. His office is in the process of rolling out ten years of data, which will be sorted by residency and fellowship program and by Northern Nevada or Southern Nevada. He explained that this information will be made available during the next couple of weeks and that the heart of the study is to see if the physicians are staying in Nevada or staying in the region where they are have completed their residency or fellowship program, and if not in Nevada, why. Dr. Packham continued on by saying that it will result in a nice snapshot of the current nursing workforce in Nevada. In addition, it will provide a snapshot of data for the physician workforce. The data for the physician workforce is set forth by the American Medical Association, which is not quite as current data as the nursing. Dr. Packham then asked if the members had any questions.

One Council member said they had baseline data on physicians that may be useful to Dr. Packham's efforts. Dr. Packham thanked the member and said that anything they could integrate into what they are trying to accomplish would be worthwhile.

Dr. Packham then turned to (3) Health workforce requirements. He informed the members that there was not too much to report on at this time, but more information will be available at a later date.

Next, Dr. Packham discussed (4) Impact of reform and (5) Council support and other related activities. Regarding (a) Update Health Care Careers in Nevada manual, including a Spanish language version, Dr. Packham reported that the manual is going through its final editing and it will be sent to the printer within the week. A Council member stated that they hoped to see the final draft before it went to the printer. Dr. Packham responded by saying that he would gladly forward the draft of the manual to them. Dr. Marcia Turner asked Dr. Packham if he was able to obtain funding to print the manual. Dr. Packham said that if there are any additional funding sources, he would be open to receiving it. Dr. Turner suggested that Dr. Packham write up a proposal for DETR to assist possibly with the funding. Dr. Turner then asked Earl McDowell if DETR would consider a proposal from Dr. Packham, especially since the manual plays a role in the development of this state's health care workforce. Mr. McDowell responded in the affirmative. Dr. Packham expressed his appreciation. A Council member asked Dr. Packham if the manual was going to be produced in Spanish as well. Dr. Packham responded that it was not. He was then asked if the language in the Subcommittee's Strategic Plan should be changed to note the removal. Dr. Packham said that the language should be changed from "Spanish language version" to "Spanish language marketing and outreach." All Subcommittee members expressed agreement of the change. Dr. Packham then asked the Council members if there were any other items that need to be discussed at today's meeting or any comments.

Dr. Marcia Turner, Chair of the GWIB Health Care and Medical Services Sector Council, informed the Council members that the Economic Development Subcommittee, which is chaired by Bill Welch, could possibly be changing their subcommittee name to the "Industry Intelligence" Subcommittee. Dr. Turner said that Vance Farrow, who sits on that Subcommittee, needs data from the industry showing how many current job openings there are and what the challenge is to filling the positions. Dr. Packham suggested that he attend the Subcommittee's meetings for the next month to update its members on what type of data is available. Dr. Turner then asked Derita Hopkins, Administrative Assistant for DETR's Workforce Solutions Unit, if she would coordinate and add Dr. Packham to be on the agenda for their next meeting. Ms. Hopkins agreed to follow through with her request.

A Council member suggested that the materials the GWIB Health Care and Medical Services Sector Council and its subcommittees produce be put on the DETR Workforce Solutions Unit website. They also commented that there are many interested groups that would like to be aware of what this Council is doing. They added that it would be beneficial to post the information so that other groups do not have to duplicate the Council's efforts. Dr. Packham stated that he would forward Council members a revised document on current and ongoing health force research data and have them add to it as they see fit. Dr. Turner asked Earl McDowell, Deputy Administrator for DETR's Workforce Solutions Unit, what the current status was for DETR's Workforce Solutions Unit website. Mr. McDowell acknowledged that it has taken a little longer than expected due to a new computer system program that was added to the Unemployment Insurance section of DETR, but he thought the website should be up and running soon. He that once it is the information they wish could be added to the website.

VII. For Possible Action – New Business and Future Agenda ItemsDr. John Packham

Dr. Packham asked if there were any suggestions for future agenda items or new business that members want to discuss. No suggestions or comments were made. Dr. Packham asked for the members to send him their suggestions if they think of anything after the meeting.

VIII. For Possible Action - Future Meeting Schedule/Next MeetingDr. John Packham

Dr. Marcia Turner, Chair of the GWIB Health Care and Medical Services Sector Council, suggested that this Subcommittee meet quarterly. Dr. Packham announced that the future meeting dates will be scheduled and sent to members.

IX. Second Public Comment SessionDr. John Packham

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 may be limited to three (3) minutes at the discretion of the Chairperson.

When Dr. Packham announced the Second Public Comment Session, Janice Routsong, Technical and Educational Division of Clark County School District, introduced herself and explained that she is charged with overseeing Health Sciences and Public Safety. She expressed her appreciation for the information this Subcommittee shares and said that she is looking forward to future meeting. Dr. Packham thanked Ms. Routsong for her comments and invited her to attend future meetings.

X. **Adjournment**Dr. John Packham

Dr. Packham adjourned the meeting at 11:59 a.m.

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 general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

GOVERNOR’S WORKFORCE INVESTMENT BOARD
Health Care and Medical Services Sector Council
Data/Evaluation/Research Subcommittee Members

Dr. Veronica Dahir, Dr. Jeffrey Daniels, Laura Hale, Dr. John Packham and Dr. Carolyn Yucha

Notice: *Persons with disabilities who require special accommodations or assistance at the meeting should notify Derita Hopkins, 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 Friday, September 27, 2013.*

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, 7251 W. Lake Mead 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.