



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

Name of Organization: Governor's Workforce Investment Board (GWIB)
Health Care and Medical Services Sector Council
Economic Development Subcommittee

Date and Time of Meeting: **Tuesday**, February 5, 2013
8:30 a.m.

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

Some members of the Council may be attending the meeting and other persons may observe the meeting and provide testimony through a simultaneous videoconference and teleconference conducted at the following location or by calling the number and access code listed below:

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

Department of Employment, Training & Rehabilitation
500 South Third Street, SAO Auditorium
Carson City, NV

1-877-810-9415
Access Code 4697842#

Subcommittee Members Present: Bill Welch, Steve Lebedoff, Lynn O'Mara, Mike Page, Vance Farrow, Ann Lynch.

Subcommittee Members Absent: Rob Hooper, Larry Matheis, Charles Perry.

DETR WSU Staff Present: Earl McDowell, Derita Hopkins, Ansara Martino, Odalys Carmona, Tatjana Vukovic.

Others Present: Marcia Turner (Chair, GWIB Health Care and Medical Services Sector Council and Vice-Chancellor of Health Sciences, NSHE), Debra Collins (Workforce

Connections), Holly Balmer (NSHE), Nora Luna (Nathan Adelson Hospice), Daena Castaneda (LCCCF), Chris Bosse (Renown Health), Laurie Boyer (NHA), Jim Pearson (Assemblywoman Marilyn Kirkpatrick’s Office), Ron Hilke (DETR), Ken Pierson (DETR)

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

AGENDA

- I. Welcome and Introductions Bill Welch, Chair
Economic Development Subcommittee, GWIB Health Care and Medical Services Sector Council

Bill Welch called the meeting to order, introduced himself and asked for roll to be called.

- II. Roll call and Establishment of a Quorum Linda Yi, Project Director
GWIB Health Care and Medical Services Sector Council

Linda Yi called rolled and verified that a quorum was present.

- III. Verification of Posting Linda Yi

Linda Yi verified that the agenda for this meeting was posted according to Nevada Statute.

- IV. **First Public Comment Session** Bill Welch
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.

After Mr. Welch announced the first public comment session, Nora Luna, the Latino Program manager with Nathan Adelson Hospice, introduced herself and informed the subcommittee members that she wanted to learn about the council and various subcommittee activities. She stated she would like to contribute in any way possible. Mr. Welch asked for additional public comments, but hearing none he turned to the next agenda item.

- V. ***Discussion/Possible Action** – Approval of the January 18, 2013 Minutes Bill Welch

Steve Lebedoff asked for page 3 of the minutes to be corrected to say “traditional” and “non-traditional” in respect to the types of positions, not “traditional” and “traditional”. None were opposed. Lynn O’Mara motion the minutes be approved with this one correction. Steve Lebedoff seconded the motion. The motion carried.

- VI. ***Discussion/Possible Action** – Validate and Finalize the Duties, Charge and 2013 Strategic Plan Deliverables of the Economic Development Subcommittee Bill Welch

Mr. Welch opened this agenda item by asking Linda Yi to explain to the subcommittee the handout she put together showing the general duties for each of the Health Care and Medical Services Sector Council subcommittees, the specific duties for this Economic Development Subcommittee, as well as the 2013 Strategic Plan Subcommittee Deliverables for the Economic Development Subcommittee. She explained to the subcommittee that the Deliverables listed in this handout were the result of the considerable amount of discussion they had at the last subcommittee meeting, where they determined four subheadings they wanted (*Mission-Vision-Goals, Data, Assessment and Analysis, and Actionable Items*) and the deliverables for each. Mr. Welch thanked Ms. Yi for her work and asked if there was any feedback.

Dr. Turner, Chair of the Health Care and Medical Services Sector Council, told the subcommittee members that at the next council meeting on February 7, 2013, each of the subcommittee Chairs will discuss their general and specific duties and their 2013 Strategic Plan Deliverables. As Mr. Welch gave each of the subcommittee members a turn to provide input for the information contained in the handout,

one member asked for clarification if the deliverables were developed as a fiscal year plan or a calendar year plan, to which Dr. Turner clarified that they are for a calendar year.

A lengthy discussion ensued and the result of which was to:

- Under *Actionable Items*: change the wording of “Identify and solve (3) workforce pipeline sector-related shortages” to “Identify and propose solutions for (3) workforce pipeline sector-related shortages.”
- Under *Actionable Items*: change the wording of “Bring in experts from outside Nevada to discuss opportunities” to “Bring in experts from inside or outside Nevada to discuss strategies and opportunities.”
- Under *Actionable Items*: to clarify that “Determine regional capacity” means to understand the current health care system workforce capabilities by region. This is will be changed to “Determine regional health care workforce capabilities and training capacity.”
- Under *Assessment and Analysis*: Move “Conduct an assessment of each primary health care industry...” to the *Data* subheading and under *Data* have this item reworded as “Survey primary health care with the help of the professional associations regarding the impact of health care reform on their industry’s employment and training as it related to: increased people with coverage; care delivery changes due to payment reforms (Medical Home, Accountable Care Organizations, Value based-Purchasing i.e.); Health Information Technology. Then, under *Assessment and Analysis*, write a general statement to analyze all the input gathered, such as “Analyze all the input gathered under the other subheadings.” One member suggested this be worded as “Analyze the data gathered and draw conclusions for recommendations to the Governor’s Workforce Investment Board.” Bill Welch asked Linda Yi to determine with Chris Bosse from Renown Health how this can possibly be worded. Linda Yi agreed and will give the subcommittee members suggested wording modifications.

Lynn O’Mara made a motion to accept the Economic Development Subcommittee 2013 Strategic Plan with the changes as discussed today. This motion was seconded by Vance Farrow. Members also agreed that at the future meeting they would look at how they are actually going to accomplish the items on the list.

For the handout referred to in this agenda item, it can be viewed here: <S:\detradmin\workforcesolutionsunit\Sector Councils\Health Care and Medical Services\Health Care & Medical Services Meetings for 2013\Health Care Medical Serv Economic Development Subcommittee Meeting 02-05-13\Economic Development Strategic Plan Deliverables - HANDOUT.docx>

VII. ***Discussion/Possible Action** – Review of the GWIB Industry Sector Council Bylaws Mission Statement and Formation of a “Culture of Health” Vision Statement within the Strategic Plan.....
Bill Welch

Due to time constraints, this item was tabled for the next meeting.

VIII. ***Discussion/Possible Action** – Determine Steps and Timeline for Execution of the Strategic Plan.....
Bill Welch

Mr. Welch opened the discussion by asking subcommittee members to identify four or five specific accomplishments or tasks they want to complete by calendar year end. All of the items that were listed under the subheading *Data* in the handout discussed in Agenda Item VI will have to be completed first before any analysis can be done. Subcommittee members will look into the timeline dates for the data and surveys to be completed and then they can develop timelines for the analysis to be completed.

Mr. Welch asked for the subcommittee members to list any more detailed suggestions that will drive this subcommittee’s efforts as defined in the handout discussed in Agenda Item VI and submit those to Linda Yi by February 15, 2013 so she could consolidate them into a list to be discussed at the next subcommittee meeting scheduled for March 5, 2013.

IX. ***Discussion/Possible Action** – Continued Review of Business Sector Survey..... Vance Farrow
Industry Specialist, State of Nevada, Governor’s Office of Economic Development

Mr. Farrow introduced himself and reminded the subcommittee that at the last meeting, he brought forward a survey tool that could be disseminated among various representatives of the Sector. The Governor’s Office of Economic Development has a full detailed list of every business in Nevada under the umbrella of Health and Medical Services, as well as can survey others to gain valuable information. As per the suggestions made to him at the last meeting, he added one additional question to specifically ask about the perception of health care service shortages in Nevada. It was ranked number one in the subcommittee’s rankings of things they want to determine from the industry. He then asked the members to take a final look before he moves forward in sending the survey out, which he will try to do online. Responses able to be done online may increase participant responses.

Suggestions to Mr. Farrow included:

- Speaking with Health Care and Medical Services Sector Council member Veronica Dahir, who may be able to help him place the survey online or provide helpful feedback.
- Include a comment box at the end of the survey.
- Before the survey is sent out, send a letter from the Governor to the HR person at the business letting them know to expect the survey and to inform them how important their participation is.
- Coordinate with various health advocacy organizations to help get the word out about the survey.
- Delineate: companies that have been in business more than 20 years and companies that have more than 100 employees.
- Would workforce be a constraint to expansion be added to the list under question ten.
- To have the survey answered by Operations Managers rather than HR representatives.
- For question 14 asking about the hiring or eliminating of employees during the next 12 to 18 months, when asking if they are planning to eliminate employees to ask for an expected timeline of when that would be occurring and why positions are being eliminated so services here within the state to provide rapid response and various business services could be deployed before the business has to actually close their doors. And for this question to also add “restructuring” as an option.
- To add some type of disclosure that the responses given in the survey are confidential.
- Add a ‘why’ box to question 13.

X. ***Discussion/Possible Action** – Future Agenda and/or Recommendations.....Bill Welch

Mr. Welch asked subcommittee members for any suggested future agenda items. One member suggested the subcommittee consider adding a standing item for the next few meetings that occur during the Nevada Legislative Session to hear an overview or report of Legislative items relating to the Health Care and Medical Services industry. Hearing no other suggestions, Mr. Welch told the members that additional suggestions can be submitted to Linda Yi.

XI. ***Discussion/Possible Action** – Future Meeting Schedule.....Bill Welch

Mr. Welch confirmed and then announced that the next Economic Development Subcommittee will be held on Tuesday, March 5, 2013 at 8:30 a.m. A handout was included in today’s meeting materials for scheduled meetings.

To view a copy of the future meeting schedule, it is available at the following link:
<S:\detradmin\workforcesolutionsunit\Sector Councils\Health Care and Medical Services\Health Care & Medical Services Meetings for 2013\Health Care Medical Serv Economic Development Subcommittee Meeting 02-05-13\Economic Development meetings - HANDOUT.docx>

XII. **Second Public Comment Session**Bill Welch

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.

Mr. Welch asked for any public comments. Hearing none, he turned to the next agenda item.

XIII. Motion for Adjournment.....Bill Welch

Lynn O'Mara made the motion for adjournment, which was seconded by Ann Lynch. All were in favor and none were opposed.

**Denotes items on which the Governor's Workforce Investment Board Health Care and Medical Services Sector Council Economic Development Subcommittee 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
HEALTH CARE AND MEDICAL SERVICES SECTOR COUNCIL ECONOMIC DEVELOPMENT
SUBCOMMITTEE

Vance Farrow, Rob Hooper, Steve Lebedoff, Ann Lynch, Lynn O'Mara, Larry Matheis, Charles Perry, Mike Page and Bill Welch.

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 Monday, February 4, 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.