



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**

**Economic Development Subcommittee**

**Tuesday, July 23, 2013**

**8:30 a.m.**

*This meeting was conducted in person, via videoconference and by telephone conference call. Members of the public were invited to observe this meeting and provide comment at the physical addresses or by calling the number and access code listed below. Some members of this Subcommittee may have attended the meeting in person, via videoconference or by telephone conference call.*

**Place of Meeting:**

**Department of Employment, Training & Rehabilitation**

2800 East St. Louis Avenue, Conference Room C

Las Vegas, NV

**Department of Employment, Training & Rehabilitation**

Vocational Rehabilitation

1325 Corporate Boulevard, Large Conference Room

Reno, NV

**Department of Employment, Training & Rehabilitation**

500 East Third Street, 1<sup>st</sup> Floor Auditorium

Carson City, NV

1-877-810-9415

Access Code 7521358#

**Subcommittee Members Present:** Vance Farrow, Steve Lebedoff, Lynn O'Mara, Victoria VanMeetren, Bill Welch.

**Subcommittee Members Absent:** Rob Hooper (excused), Ann Lynch (excused), Charles Perry (excused), Larry Matheis (excused).

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

**Others Present:** Chris Bosse (Renown Health), Randi Hunewill (GWIB Health Care and Medical Services Sector Council), Holly Balmer (NSHE), Laurie Boyer (NHA), Dr. John Packham (GOED),

Cloyd Phillips (CSA), Ron Hilke (DETR), Ludy Lassier (Nevada State College), Dr. Marcia Turner (GWIB Health Care and Medical Services Sector Council, NSHE), Laura Hale (GWIB Health Care and Medical Services Sector Council, HP SER), Jan Hawkins (Nevada JobConnect), Debra Collins (workforceConnections).

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

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

The Chair of this Subcommittee, Bill Welch, called the meeting to order at 8:30 a.m., welcomed everyone and thanked them for attending this meeting. He then asked 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)

Derita Hopkins called roll and informed the Chair that a quorum was present.

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

Bill Welch asked for Derita Hopkins to verify that the agenda for this meeting was posted according to Nevada statute. Ms. Hopkins verified that the agenda was posted according to NRS 241.020.

- 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 (3) minutes per person at the discretion of the chairperson.

When Bill Welch announced the First Public Comment Session and invited members of the public to speak, no comments were made. Hearing no comment, he then turned to Agenda Item V.

- V. **For Possible Action** – Approval of the April 9, 2013 Meeting Minutes ..... Bill Welch

Bill Welch asked for approval of the April 9, 2013 Meeting Minutes. A motion to approve the minutes was made by Victoria VanMeetran and seconded by Vance Farrow. The motion carried unanimously.

- VI. **Discussion** – Update on Governor’s Office of Economic Development (GOED) Business Sector Survey ..... Vance Farrow, Industry Specialist  
Governor’s Office of Economic Development

Bill Welch welcomed and thanked Mr. Vance Farrow, Industry Specialist for the Governor’s Office of Economic Development (GOED), for his attendance at today’s meeting and then asked him to provide an update to Subcommittee members regarding the GOED’s Business Sector Survey. Mr. Farrow thanked Tatjana Vukovic, Management Analyst for DETR’s Workforce Solutions Unit, and Mr. Bob Potts, GOED’s Research Director, for their assistance with completing the business sector online survey. He then mentioned that Mr. Bill Welch offered to share contact information from his health care board members to assist with the survey data collection. Mr. Farrow will provide this Subcommittee’s members with a hospital survey report based upon the respondents’ feedback prior to the next meeting. Mr. Farrow encouraged Subcommittee members who may represent any larger health care organization to volunteer their contact information for his survey and he will be using information from the healthcare business directory for contact information about healthcare firms to survey. Mr. Welch volunteered to provide Mr. Farrow with contact information from Daniel Mathews to support the survey efforts for the long-term nursing industry and Larry Matheis for his medical group associations. Mr. Welch then opened the floor for discussion and feedback regarding the health care sector survey.

Dr. Marcia Turner, Chair of the GWIB Health Care and Medical Services Sector Council, addressed the Subcommittee to thank everyone for their roles with completion of the on-line survey and asked for Subcommittee members to focus on collecting data to help fill “in-demand” health care occupations with qualified individuals.

VII. **Discussion** – Anticipated Studies Necessary to Determine Impact of Health Care Reform on Health Care Workforce Demand.....John Packham, Director  
Health Policy Research, University of Nevada School of Medicine  
Chair, GWIB Health Care & Medical Services Sector Council Data/Evaluation/Research  
Subcommittee

Dr. John Packman provided an update of his projects with anticipated studies necessary to determine impact of health care reform and the “in-demand” health care workforce. Listed below are Dr. Packham’s “in-demand” work opportunities in the health care industry sector projects:

- 1<sup>st</sup> Project – Implement a statewide “in-demand” health care workforce industry sector survey. Dr. Packham informed everyone that with the guidance of Nevada’s Health Association (NHS), he would like to send out a 1-2 pages survey to hospitals, long-term care, community health care centers and public health agencies during the month of September 2013. He stated that the survey will provide a snapshot of healthcare workforce “in-demand” occupations.
- 2nd Project – Completed the Annual 105 Residency Survey to find out healthcare occupations retention and he will share survey results within the next couple of weeks.
- 3rd Project – Currently working on the Nursing Board collection with the on-going supply of the Minimum Data Set (MDS) information. The MDS will help to acquire enhanced supply data by health care professionals in support of their licensing process efforts.
- 4th Project – Updating the health care careers manual to reflect the current number programs, salary projection and both private and public education institutions by occupations. A few more health care occupations, such as, alcohol and substance abuse counselors and community health workers will be added to this manual.
- 5th Project – The Hospital & Health Sector Impact Report will be completed prior to Labor Day.
- 6th Project – With the support of Mike Willden, Department of Health and Human Services (DHHS) Director, he will conduct an evaluation on the impact of enhanced Medicaid reimbursements for primary care in Nevada. His goal is to acquire the collection of data points to be in placed before January 2014.

Bill Welch thanked Dr. Packham for his update and then opened the floor to Subcommittee Council members for discussion. It was recommended to include some components of the physician communities, such as from Nevada’s Medical Associations to support the “in-demand” workforce studies. Mr. Welch mentioned an article he read which stated that Nevada’s health care industry sector was ranked #1 employer at this time, particularly in Washoe County, and recommended that Dr. Packham utilize the article as a resource. Mr. Welch suggested that consideration be taken in respect to the enhanced Medicaid rate policy to acquire a factual baseline for comparison purposes and offered his assistance. Dr. Packham requested that Vance Farrow send him a copy of his survey to avoid duplication of efforts. Dr. Marcia Turner asked Subcommittee members to provide any additional questions to both Dr. Packham and Vance Farrow that would be beneficial to the health care workforce needs. Dr. Turner then provided a brief overview of the one-day health care workforce planning session that was hosted by the National Governor’s Association at DETR in their St. Louis conference room on July 19, 2013.

VIII. **Discussion** – Discussion of Tactical Assets Available to the Economic Development Subcommittee to Conduct Studies Related to Workforce Need, Supply and Demand. ....

.....Earl McDowell  
Deputy Administrator for the Workforce Solutions Unit, DETR

Earl McDowell, Deputy Administrator for DETR’s Workforce Solutions Unit, informed this Subcommittee about the current Workforce Investment Act (WIA) funding process. He then explained to Subcommittee members that DETR has an allocated budget to support any recommended pilot projects that this Subcommittee may need for future training. He recommended that Subcommittee members wait for survey results from both Dr. Packham and Vance Farrow to determine the health care industry sector current training needs. Dr. Turner encouraged Dr. Packham to work directly with DETR for any proposed funding with the completion of his reports.

**IX. For Possible Action – Expansion of Subcommittee Deliverables with Specific Tasks for Achievements and Corresponding Timelines .....Bill Welch**

Bill Welch reminded this Council about their assignment given in their last Subcommittee meeting held in April 2013 to identify 1-3 specific task objectives outlined in this Council’s Strategic Plan and determine a timeline. Ms. Ansara Martino, Grants and Project Analyst for DETR’s Workforce Solutions Unit, volunteered to send out a survey tool for Subcommittee members to complete and help them identify the assigned tasks and workforce initiatives. One Subcommittee member recommended that the Council focus working with Nevada’s Health Care Human Resources Directors and schedule a round table discussion to support the outlined tasks. Mr. Welch suggested contact be made, which Vance Farrow agreed to initiate, with the National Society of Human Resources Directors to assist with this Council’s health care workforce needs and impact study. Another Subcommittee member asked for everyone to consider Senate Bill 327, which they said paved the way for telehealth technology programs. The Subcommittee member stated that this will have huge implications for the future healthcare workforce. As the discussion concluded, a Subcommittee member recommended for this Council to include Ms. Daphne Deleon, Chair of Nevada’s Broadband Task Force, to assist with the technical aspect of identifying the required training certifications for the future Health Care TeleHealth Technology programs.

**X. For Possible Action – Prioritization of 2013 Strategic Plan Deliverables Based on Completion Ability .....Bill Welch**

Mr. Welch recommended for this Subcommittee to continue their discussion of their 2013 Strategic Plan deliverables at the next meeting. He also recommended that both Agenda Item IX “Expansion of Subcommittee deliverables...” and Agenda Item X “Prioritization of 2013 Strategic Plan...” be topics on the next meeting’s agenda.

**XI. For Possible Action – New Business and Future Agenda Items .....Bill Welch**

Member suggestions for future agenda items and/or action as discussed during this agenda item consisted of:

- Mr. Welch recommended that each Subcommittee member come up with 1 to 3 tasks in support of this Subcommittee meeting their 2013 Strategic Plan objectives. Ansara Martino will send out a survey to Subcommittee members for them to identify and rank their prioritization of their suggested tasks. Mr. Welch would like this information prior to the next meeting and Subcommittee members input and suggestions will be reviewed at that time; therefore, he requested that the first item on the next meeting’s agenda be the suggested tasks and the second item on the agenda be prioritization of those tasks.
- Bill Welch recommended that the third agenda item for the next meeting should be to determine and/or assign a Subcommittee member for the leadership role of the 2013 Strategic Plan task force working group.
- Lynn O’Mara will provide the Chair of this Subcommittee with the contact information of Daphne Deleon, Chair of the Broadband Task Force group, to invite to future meetings.

- It was recommended that Subcommittee members review Dr. John Packham’s Health Workforce Study Report and be prepared to discuss it at the next meeting.
- Vance Farrow will send out a final draft of the Business Sector Survey for Subcommittee members to review and asked to provide feedback. Bill Welch requested to have standing reports from both Vance Farrow and Dr. Packham as future meeting agenda items

XII. **Discussion** – Next Scheduled meeting will be held on Monday, August 26, 2013 at 11:00 a.m. ....  
 .....Bill Welch

The next meeting for this Subcommittee is scheduled for Monday, August 26, 2013 at 11:00 a.m. Bill Welch asked that the September 6, 2013 meeting date be moved to a different date. Ansara Martino volunteered to send out some suggested meeting dates for Bill Welch to review and select. Once the date is determined, notices for the meeting will be sent to Council members and publically posted.

XIII. **Second 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 (3) minutes per person at the discretion of the chairperson.

When Bill Welch announced the Second Public Comment Session and invited members of the public to speak, no comments were made. Hearing no comment, he then turned to Agenda Item XIV.

XIV. **Adjournment** .....Bill Welch

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.

Bill Welch adjourned the meeting upon closing of the Second Public Comment Session. This meeting was adjourned at 10:00 a.m.

**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, Bill Welch and Victoria VanMeeten.

***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, July 22, 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.