



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
Education/Training Subcommittee

Date and Time of Meeting: **Wednesday**, February 20, 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 have attended the meeting and other persons may have observed the meeting and provided testimony through a simultaneous videoconference and teleconference conducted at the following locations or by calling the number and access code listed below:

Department of Employment, Training & Rehabilitation
1325 Corporate Boulevard, Large Conference Room
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: Debra Collins, Margaret Covelli, Joan Hall, Randi Hunewill, Linda Johnson, Lynn O'Mara, Charles Perry, Hyla Winters, Ann Lynch.

Subcommittee Members Absent: Renee Coffman.

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

Others Present: Cloyd Phillips (Community Services Agency), Marissa Brown for Bill Welch (GWIB Health Care and Medical Services Sector Council), Colleen Henry (U.S. DOL), Holly Balmer (NSHE), Michael Raponi (Nevada State Dept of Education), Marcia Turner (NSHE), Vance Farrow (GOED).

AGENDA

- I. Welcome and IntroductionsDr. Hyla Winters, Chair
Education/Training Subcommittee of the GWIB Health Care & Medical Services Sector Council

Dr. Winters called the meeting to order at 8:30 a.m., introduced herself and asked for roll to be called.

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

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

- III. Verification of Posting.....Linda Yi

Linda Yi confirmed that the agenda for this meeting was posted according to Nevada State law.

- IV. **First Public Comment Session**Dr. Hyla Winters
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.

Dr. Winters announced the first public comment session, but hearing none, she turned to the next agenda item.

- V. **For Possible Action** – Approval of the January 18, 2013 Meeting MinutesDr. Hyla Winters

The subcommittee members confirmed that they had an opportunity to review the January 18, 2013 meeting minutes. When Dr. Winters asked for a motion to approve the minutes, the motion was made by Charles Perry and seconded by Ann Lynch. All were in favor, none were opposed and the motion carried.

- VI. **For Possible Action** – Career and Technical Education (CTE): State Systems for Standards, Assessment and Credentialing Mike Raponi, Director
State of Nevada, Department of Education, Office of Career, Technical & Adult Education

Dr. Winters introduced Michael Raponi and turned the subcommittee’s attention toward Mr. Raponi’s presentation. Mr. Raponi began by explaining his presentation was intended to give them an overall picture of changes made in the State of Nevada’s credentialing system. In his presentation, Mr. Raponi described what a successful CTE student will do; the categories that CTE students are defined in; the infrastructure changes made for CTE in Nevada; new program completion requirements; CTE program areas, career clusters and core sequences; how the CTE course catalog is organized, how courses are listed in the catalog and how courses are typically sequenced; state CTE skill standards; technical assessments; employability skills for career readiness; types of student credentials and certifications; and, the criteria to be used to earn a State certificate of skill attainment.

Upon completion of the presentation, questions to Mr. Raponi included:

- How many CTE classes are available to students in the rural areas?
- Are all the Nevada high schools ready to begin CTE? If not, which high schools are offering the programs? What kind of industry encouragement and advocacy is needed for more high schools to implement the CTE programs?
- Are there regions in the state where health sciences are not offered?
- Do all high schools have the capacity for CTE programs?
- For the nursing assistant course sequence, did you work with the State Board of Nursing for endorsement?
- Are high school guidance counselors aware of the CTE sequences so they can counsel high school students on the options available to them?

The subcommittee then discussed their goal of completing the map of health science education and training programs in the State, which will identify programs throughout the state, including the rural areas. A gap analysis can be done and then efforts can be made to address the gaps. This topic was further discussed in Agenda Item VII.

To view Mr. Raponi's PowerPoint presentation, 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 Educ & Traing Subcommittee Meeting 02-20-13\Health Sector Council Mtg Presentation - Mike Raponi.ppt>

VII. **For Possible Action** – Discussion of the Nevada System of Higher Education (NSHE) Sector Mapping ReportDr. Marcia Turner, Vice-Chancellor of Health Sciences NSHE and Chair of GWIB Health Care & Medical Services Sector Council

This agenda item was partially discussed during Agenda Item VI. At this point, Dr. Marcia Turner explained that the mapping of NSHE training and education programs for health sciences is in the process of being finalized as a draft. She described the additional work to be done and informed the subcommittee that the intention is to have as complete a listing as possible. She informed the subcommittee that the results will be shared as soon as it is available and this subcommittee will need to address any analysis needed for the gaps identified, to figure out how to fill in the rest of any data that is needed, how to gather information needed from other entities, and marketing strategies. She also discussed the possibility of the Data/Evaluation/Research Subcommittee (chaired by Dr. John Packham) taking on the charge to help decide where this data will be housed once it is completed. Options such as online portals were discussed. As a result of the discussion that ensued, Linda Yi will schedule a meeting with Dr. Winters, Dr. Turner, Dr. Packham, and DETR to discuss “packaging” options.

VIII. **For Possible Action** – Validate and Finalize the Duties and Charge of the Education/Training SubcommitteeDr. Hyla Winters

The following draft of general and specific the duties of this subcommittee for the calendar year of 2013 was discussed: <S:\detradmin\workforcesolutionsunit\Sector Councils\Health Care and Medical Services\Health Care & Medical Services Meetings for 2013\Health Care Medical Serv Educ & Traing Subcommittee Meeting 02-20-13\Education Subcommittee Strategic Plan Deliverables.docx>. The document also lists this subcommittee's 2013 Strategic Plan Subcommittee Deliverables, which were further discussed in the next agenda item.

Subcommittee members moved to validate and accept the general and specific duties, as well as the 2013 Strategic Plan Subcommittee Deliverables, as written. The initial motion made by Margaret Covelli and seconded by Joan Hall. All were in favor and none were opposed. The motion carried.

IX. **For Possible Action** – Review and Finalize the 2013 Strategic Plan Priorities and Deliverables of the Education/Training SubcommitteeDr. Hyla Winters

A poll had been taken amongst the subcommittee members for how to prioritize the 2013 deliverables for this subcommittee. The results of that poll were to prioritize the items as follows:

- 1 Conduct an inventory of education programs throughout the state of Nevada preparing a health care and medical services workforce. At a minimum, include K-12, post-secondary (public and private), as well as specialized industry association training opportunities.
- 2 Collaborate with K-16 in the review of common core education standards and specialized healthcare workforce education standards.
- 7 Maintain connectivity with the Economic Development and Data, Evaluation and Research subcommittees.

- 3** Develop orientation to health careers and education materials for elementary, middle, and high school counselors.
- 6** Conduct job career fairs and job shadowing opportunities.
- 4** Identify stackable credentials within health care workforce.
- 5** Produce marketing materials for health care workforce opportunities.

After the results of the poll were read, one subcommittee member expressed concern that “maintain connectivity with the Economic Development and Data, Evaluation, and Research subcommittees” ranked last. Based on the subcommittee member discussion that ensued, they voted to accept this list in general as the guiding document for their 2013 activities; however, not to ratify the sequence of order for the priorities. This motion was made by Lynn O’Mara and seconded by Linda Johnson. All were in favor, none were opposed and the motion carried.

X. **For Possible Action** – Future Agenda and/or Recommendations.....Dr. Hyla Winters
 Future agenda items are as discussed in this meeting. No additional suggestions were made.

XI. **For Possible Action** – Future Meeting Schedule.....Dr. Hyla Winters
 This subcommittee is scheduled to meet again on April 12, 2013 at 8:30 a.m. Meeting notices will be sent out and publically posted as that date gets closer.

XII. **Second Public Comment Session**Dr. Hyla Winters
 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. Public Comment may be limited to three minutes per person at the discretion of the chairperson.

Dr. Winters announced the second public comment session, but hearing none, she moved for a motion to adjourn.

XIII. **Motion for Adjournment**.....Dr. Hyla Winters
 The motion to adjourn was made by Linda Johnson and seconded by Margaret Covelli.

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.

GOVERNOR’S WORKFORCE INVESTMENT BOARD
HEALTH CARE AND MEDICAL SERVICES SECTOR COUNCIL
Education/Training Subcommittee

Debra Collins, Renee Coffman, Margaret Covelli, Joan Hall, Randi Hunewill, Linda Johnson, Lynn O’Mara,
 Charles Perry, Dr. Hyla Winters and Ann Lynch

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 Tuesday, February 19, 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.