



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  
Education/Training Subcommittee  
Tuesday, July 29, 2014  
2:00 p.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:*

**Department of Employment, Training & Rehabilitation**  
2800 E. St. Louis Ave. Conference Rooms A-C  
Las Vegas, NV

**Department of Employment, Training & Rehabilitation**  
500 East Third Street, 1<sup>st</sup> Floor Auditorium  
Carson City, NV

**Department of Employment, Training & Rehabilitation**  
1325 Corporate Boulevard, Large Conference Room  
Reno, NV

**Council Members Present:** Randi Hunewill, Debra Collins, Linda Johnson, Joan Hall, Shelley Berkley

**Council Members Absent:** Ann Lynch (excused), Dr. Margaret Covelli, Rene Coffman, Charles Perry, Dr. Patti Castro (excused)

**DETR WSU Staff Present:** Earl McDowell, Ansara Martino, De Salazar, Doug Van Aman, Coralie Peterson, Steve Gibson

**Others Present:** Judy Turgiss (Nevada Workforce Development Center), Laura Hale, Tabor Griswold (AHEC), Lee Quick (NSHE), Lance Bowen (TMCC), Michelle Merrill (Vocational Rehabilitation)

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

I. Welcome and Introductions.....Randi Hunewill, Chair  
GWIB Health Care & Medical Services Sector Council Education/Training Subcommittee

Randi Hunewill, the Chair of this Council, welcomed all and thanked them for attending the meeting. She then asked Ansara Martino, Grants and Policy Analyst for Workforce Solutions Unit, to call roll.

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

Ansara Martino called roll and informed the Chair that a quorum was not present.

III. Verification of Posting..... Ansara Martino

Randi Hunewill asked Ansara Martino to verify that the agenda for this meeting was posted according to Nevada statute. Ms. Martino verified that the agenda was posted according to NRS 241.020.

IV. **First Public Comment Session** ..... Randi Hunewill, Chair  
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.

Ms. Hunewill announced the First Public Comment Session. No comments were made. Hearing none, Ms. Hunewill asked that Lance Bowen, introduce himself and give a brief work history. After he concluded his comments, Ms. Hunewill welcomed him and mentioned that she will look forward to hearing more about TMCC (Truckee Meadows Community College) programs in the future.

V. **For Possible Action** – Approval of the April 22, 2014 Meeting Minutes ..... Randi Hunewill

Ms. Hunewill stated that as a quorum was not present for this meeting no action to approve the minutes could take place at this meeting; however, she asked that sector council members take the opportunity to review the minutes in preparation for the next meeting.

VI. **Discussion** – NVCIS Update.....Darragh Huggins, Economist/NCIS Supervisor  
Research & Analysis Bureau, Department of Employment, Training & Rehabilitation (DETR)

Darragh Huggins greeted the sector council members and thanked them for the opportunity to provide information on the annual update for NCIS, which has an estimated release date of December 2014-January 2015. She explained that they were currently in the midst of an extensive school survey of all accredited post-secondary institutions, including trade and technical institutions in the state. Once all the programs of study are compiled, they are linked to occupations within the system.

She also mentioned that 21-state CIS National Consortium is conducting a two-year infrastructure and interface update, working on both the ‘back end’ of the system, as well as changing the look and feel of the system in general. She stated that many may have already noticed some of the appearance changes implemented to the system in August.

Ms. Huggins mentioned that she attended a national meeting addressing state’s needs, where she posed the question asked her by Randi Hunewill about whether phone applications for the system were going to be pursued.

The Consortium decided not to go with phone aps for the following reasons: 1) the cost of developing and maintaining I-Phone and Android systems, and 2) limited phone usage, and 3) limited by professional career development standards, and lastly, 4) the phone does not allow the ability to present information in

a complete manner. Ms. Huggins stated that due to the explosion in the use of tablets, the Consortium has instead chosen to give priority to ensuring that their programming will work well for tablet users.

Ms. Huggins mentioned that Randi Hunewill had provided her with CTE programming by district and the Research and Analysis Bureau is researching how best to integrate and display this information, both in context and providing the appropriate links. She stated that ideally, the goal is to link to the individual districts, where the available CTE programs of study are displayed, so that students using the NCIS system can see under a career cluster that schools in Nevada do have this in the CTE curriculum. While she said that this is a great undertaking, they are seeking a way to accommodate the request in some way.

She explained that everything placed in the NCIS is committed to an update schedule, with verification each year, which will always be time consuming and with a concern for accuracy.

In conclusion, Ms. Huggins mentioned that a request that more occupations be added to the junior version of NCIS was made, and with this request in mind, over 500 occupations will be added to the junior version in the update, matching the standard version.

Randi commented on appreciating Ms. Huggins efforts and since this is such a large undertaking for NCIS, she suggested that as a help the Department of Education may be able to fulfill that requirement and also satisfy one of the objectives by placing some of the links showing where the health science and public safety programs are. Discussion ensued amongst sector council members about what information would be useful on the website. Suggestions included making the site easier, not too many, “click through” directions, customizing the school district template to incorporate the health science classes, and also including pre-requisite requirements for 7<sup>th</sup> and 8<sup>th</sup> grade students, making sure that they are prepared for high school. Ms. Huggins suggested accessing the NCIS system, under the programs of study file, and click on *typical course work*, an overview is provided to see what courses the child (student) would be taking, and does show pre-requisites and can serve as a model for the district template, although it is not currently at a detailed level.

Linda Johnson asked if metrics are being used for the website, and Ms. Huggins confirmed that they do track usage on both the junior and standard sites, and have basic analytics on which pages and which features are being visited on a consortium level, but in addition she mentioned that she maintains close contact with users by way of an annual customer satisfaction survey, and also receives feedback every year from those they train in many areas (counselors, administrators, JobConnect staff, for example), as to what is or is not working well. Ms. Hunewill thanked Ms. Huggins for her comments and then proceeded to Agenda Item VII.

To view the NVCIS website: [www.nvcis.intocareers.org](http://www.nvcis.intocareers.org) (click open hyperlink)

VII. **Discussion** – State Standards Related to a Social Worker.....Karen Chessell, NDE EPP  
Nevada Department of Education

Randi Hunewill stated that she has received many inquiries about programs that would provide a good foundation for a career as a social worker, and asked Karen Chessell to share her *drafts* of standards related to this occupation that she has developed. Karen Chessell greeted the sector council members and mentioned that she actually has *3 draft standards*.

She provided handouts for the “Program of Study for Human Development,” “Program of Study for Family and Consumer Sciences,” “Human Development Standards,” and “Family and Consumer Sciences Standards” for this discussion and review by the sector council members.

Ms. Chessell mentioned that in the family and consumer sciences area working in the career cluster for human services, there are several programs of study designed to meet the needs of a career in social work.

She directed attention to the Family and Consumer Science program of study handout, explaining that this addresses academic focus and CTE courses, actually preparing students for both career and personal life challenges by giving an understanding of resources in the community. She gave examples of careers for which this may provide a foundation, such as: family and consumer sciences professional, educator, cooperative extension agent, careers in social services, counselling, consumer and financial services, and family and community services. She noted that all the draft standards have been written in cooperation with a team of secondary and post-secondary educators and business and industry professionals.

Ms. Chessell then moved to the Human Development program of study handout, which covers the age span from conception to death, and the careers that this program of study might lead include: counselling, geriatric service worker, human resources director, human services worker, perhaps even a physician, program director, social services worker, teachers, and many other careers not listed. The team writing the standards felt that this would give the reader a broad understanding of the career possibilities in this program of study.

Ms. Chessell mentioned a 3<sup>rd</sup> social worker program of study/standard is currently being drafted for the area of Foods and Nutrition, a 3 year program which will address personal as well as science and food manufacturing, and the careers that this may work well with would be adult day care coordinator, community food service worker, community services director, dietitian, emergency and relief worker, geriatric service worker, human services worker, licensed professional counselor, food manufacturing worker, nutritionist, social and human services assistant, social services worker, and vocational rehabilitation counselor.

Discussion ensued amongst sector council members pertaining to the definition of high skill/high wage demands information. Ms. Chessell concluded her presentation by asking the council members for any questions or comments. Randi Hunewill commented that several of the CTE academies are having student's complete two programs of study pathways simultaneously, providing an excellent foundation to reach their career goals. Karen Chessell added that even if the student did not have the time to do two separate programs of study, they could still add any level 1 course to their program of study. She asked the sector council members if they felt any items in the standards draft would be thought of as controversial, causing concern for any of the subcommittee members.

Joan Hall did not feel anything cited was controversial as it related to health care, but asked if she had a specific topic in mind. Ms. Chessell noted some of the items: 1) Discuss factors that affect pregnancy and prenatal health, including things like multiple partners, sexually transmitted infections, 2) breastfeeding, 3) contraception and reproductive and basic health care, 4) testicular cancer. These standards, she explained, talk about relationships and being healthy, and are very specific. Family and consumer health science professionals are trained to teach these topics, but may raise concern to others. She explained that students take health and safety classes, dealing with human development, and Linda Johnson and Shelley Berkley commented that while these may be controversial topics to some, if a student is pursuing a health care career, such as becoming a physician, they would be expecting to be exposed to courses dealing with these topics. Ms. Chessell thanked the council members for their comments, and encouraged them to contact her directly with any future questions regarding the standards drafts. Ms. Hunewill then moved to address Item VIII.

VIII. **Discussion** – High Sierra Area Health Education Center (AHEC)  
Update.....Andrea Gregg, Executive Director  
High Sierra Area Health Education Center

Randi Hunewill invited Andrea Gregg to provide an update on the High Sierra Area Health Education Center. Andrea Gregg greeted the subcommittee members and stated that she believed that AHEC had helped the Health Care and Medical Services Sector Education and Training Subcommittee by fulfilling one of their strategic objectives, in regards to the health care careers exploration by producing the Health

Careers in Nevada Manual. Randi Hunewill asked Ms. Gregg to give an overview of AHEC to the sector council members.

Ms. Gregg stated that AHEC (Area Health Education Center) was developed by Congress in 1970 for the purpose of training and retaining the health professionals workforce. The history of the High Sierra Area Health Education Center established in 1985, and the current operations include herself, located at the Reno campus and also includes a sister organization in Elko, Nevada, which covers the northeastern part of the State of Nevada.

AHEC is a pipeline focusing on 3 primary areas:

- 1) *Healthcare career exploration.* (Healthcare Careers in Nevada Manual)
- 2) *Working with healthcare professionals* across the state, for example, a partnership with GOAL (Global Online Advanced Learning), affiliated with Vegas PBS, recently launching a web portal which allows online continuing education for health care professionals.
- 3) *Community health and wellness* – Project Prevent Initiative (limited resources due to lack of funding) focused on tier-to-tier education with the goal of implementing 6 module curriculum designed by AHEC, working with medical and MTH students (interning with AHEC) which will teach high school students, who would both fulfill a service learning component and go back into the community to educate younger peers on the importance of healthy living and making healthy behavior choices.

She went on to mention working with Randi Hunewill for many years and noted that she has been instrumental in their programming and reaching CTE students across the state, most recently partnering to disseminate the Healthcare Careers in Nevada manual to help meet the strategic objective of this subcommittee, distributing to middle-school and high school counselors. She mentioned that they have yet to distribute the full-color elementary school books, due to cost. She did want to take this opportunity to stress that everyone seems to benefit from this publication, which can be accessed online, and which contains a fully interactive PDF version.

To view the website, go to: [www.highsierraahcec.org](http://www.highsierraahcec.org)

Randi Hunewill asked Ms. Chessell to give information on Operation Healthcare Bound. Ms. Chessell said that this will be the 7<sup>th</sup> annual Operation Healthcare Bound career exploration fair. She stated that this event was created by the nurse executive at the Nevada Hospital Association, where she was initially housed. With her move to the Reno campus, as well as staff changes at NHA, AHEC became the organizer for Operation Healthcare Bound, since this aligns with their work, in coordination with REMSA (Regional Emergency Medical Services Authority); however, she announced that this year marks a partnership with the school district and CTE's, who have agreed to bus in approximately 850 students, progressing from a Saturday career fair exploration day to a full Friday career exploration field trip. She asked if any are interested in having a booth at the fair, to let her know, and encourages vendors to have a "hands on" component to keep students engaged and active (she mentioned 20 vendors, including 5 high schools within the CTE program in addition to some leg work for community colleges and university level student groups.) Discussion ensued amongst council members about the benefits of the colorful handouts, and Ms. Chessell said all are available on the website.

Ms. Hunewill thanked Andrea Gregg for her presentation and also encouraged sector council members to let Ms. Gregg know of any events, she can assist in getting materials to help in spreading the word about healthcare careers, such as in the Operation Healthcare Bound event. She then proceeded to Agenda Item IX.

IX. **Discussion** – Stackable Credentials Update.....Dr. Patti Castro, Dean of Health Sciences  
College of Southern Nevada

Ms. Hunewill said that Dr. Castro sent her regards, and did send a handout for stackable credentials draft, which represents one of the goals in the strategic plan, and she asked for the council members to comment if additions are needed and also asked for suggestions on the use of the draft, and as several mentioned they did not have the opportunity to review the handouts, Ms. Hunewill mentioned that it would be added to the agenda for the next meeting for further discussion about why stackable credentials are needed. Lee Quick mentioned that this item will also be addressed by Dr. Castro in the upcoming Health Care and Medical Services Sector Full Council Meeting scheduled for August 7, 2014. Ms. Hunewill thanked her for her comment, and also thanked Dr. Castro for her efforts in completing the draft document. She then moved to Agenda Item X.

X. **Discussion** – Workforce Connections Update.....  
.....Debra Collins, Adult & Dislocated Workers Program Manager  
Workforce Connections

Ms. Collins thanked the Chair for her introduction, and then went on to remind the sector council members that Workforce Connections has an operating One-Stop, which is adjacent to their administration offices, which opened approximately 1 year ago. Through the location, they are able to provide more services that are beneficial to their customers. She went on to mention two projects:

1) Job Clubs: They have now decided to develop and launch “Job Clubs.” While this is not a new program, she stressed that it is essential in bringing together participants who have a vested interest in job training, which is conducted in a group setting, with the first Job Club being organized for the health care sector. She is currently putting together topics affiliated with those interested in healthcare careers, utilizing Dr. John Packham’s Healthcare Workforce in Nevada manual. She is looking for representatives who are actually in healthcare workforce professions to give presentations in the Job Club.

2) WIOA: On July 22, 2014 the Workforce Investment Opportunity Act was passed. Ms. Collins provided a handout summary comparing WIA to WIOA (to be fully activated by 2016) in a handout to the sector council members, and stressed that there will be more emphasis on career pathway systems, which correlates with the Job Clubs mentioned earlier, allowing them to coordinate education and training services, so participants are actually offered training in higher education needed by industry. In the past, much of the training had to be provided within a 9 month period, now there will be an opportunity for longer-term training, such as is needed for nursing. In addition, Workforce Connections will be working more with community colleges, and will be required to report post-secondary credentials as a performance measurement.

Randi Hunewill asked about the reporting that Ms. Collins mentioned, specifically asking if there is funding associated with the reporting of post-secondary credentials, pertaining to those who complete the career pathway and obtain the credentials. Ms. Collins responded no, that currently they report the average earnings to the Department of Labor, if the participant receives a job, and now they will be adding certificates and post-secondary credentials to one of their performance measurements. However, she continued, if they don’t meet the performance measurements, this would affect their funding. She went on to say that they have never been able to train for associate or baccalaureate degrees, and a priority will be given to training for receiving industry recognized credentials.

Ms. Hunewill asked how priorities are determined for the career pathways. Ms. Collins said that this decision is based on data received by the state, which will take into consideration: 1) the least amount of training dollars; 2) the highest wages and 3) retention. Ms. Collins stated that the healthcare sector needs in southern Nevada meet these marks and leads all the other sectors, and this will be taken into consideration.

She thanked Ms. Collins for her comments and asked her to keep the sector council advised of any updates in this new project. She then moved to Agenda Item XIII.

**XI. For Possible Action – Sub-Committee Objectives Proposed Changes to Names.....Randi Hunewill**

Although no action could be taken due to the lack of quorum, Ms. Hunewill commented that she wanted to briefly review the Sub-Committee Objectives proposed changes, asking for any further comments/suggestions for the next scheduled meeting.

She noted the following changes to page 7:

- 1) Education/Training Subcommittee Charge and Objectives: Work *with K-16* instead of K-12 removed CRA.
- 2) Education/Training Subcommittee Objectives; K-12 and post-secondary deleted *add K-16* and Delete common core and add *academic content* education standards
- 3) *K-16* instead of K-12/post-secondary.
- 8) NEW ADDITION – Obtain data used for assessments to see strengths and weaknesses of Students, etc. and employability skills for healthcare workers (e.g. WorkKeys and the Employability Skills Readiness Assessment)

Hearing no comments, Ms. Hunewill moved to address Agenda Item XII.

**XII. For Possible Action – Occupation Spreadsheet Update .....Randi Hunewill and Doug Van Aman, Program Specialist (DETR)**

Randi Hunewill stated that Dr. Turner asked that the subcommittee members review the spreadsheet, which although it is a work in progress, needs their approval to move forward to Dr. Packham for his gap analysis. Doug Van Aman added that this will involve the NSHE systems in terms of looking at the community colleges, the four universities, as well as the work boards and the WIA providers and post-secondary providers. Hearing no comments, Ms. Hunewill proceeded to Agenda Item XIII.

**XIII. Discussion – NDE Health Science Assessment Results.....Randi Hunewill**

Ms. Hunewill briefly shared the results of the Health Science Assessment which includes mainly new standards. She stated that the Health Science programs are doing very well overall. The Sports Medicine Assessment was the lowest of all of the pass percentages (56%); Nursing Assistants pass percentages is 76%, and Ms. Hunewill commented that less than 25% of these students actually go become certified nursing assistants, because they cannot afford the state licensing fees/background checks or just decided they didn't want to pursue this career. She went on to mention that the standards for Medical Assistants is new, and the pass rate percentage is 83.3%; she added Law Enforcement showing a pass percentage of 84.8%; Emergency Medical Technicians passing percentage is 77.9%, and she stated that at the HOSA's (Health Occupation Student Association) national leadership conference held in Orlando, Florida last month, the national champions in emergency medical technicians came from Las Vegas, Nevada.

The National Registry of EMTs recognized these two students from the Veterans Career and Technical Academy on stage, awarding them \$1,000.00 scholarships. She mentioned the last category shown, which has difficult new standards, Biomedical, had a passing percentage of 57.0%. Pharmacy practice standards (cannot be known as Pharmacy Technicians as the State Pharmacy Board requires pharmacy technicians to be high school graduates).

Linda Johnson asked why nursing assistants do not pursue this career, whether it is because the certifications/assessments are too costly, and Randi Hunewill said she does not have the answer to this; however, she did say that the Nevada Administrative Code (NAC) requires districts to provide documentation on certificates that they completed and recently allowed grant funding to be used for their certifications, since this is a requirement in our standards, mentioning that this could be a future discussion item. Ms. Johnson raised the question of a student awareness of the prerequisite costs when they begin a program of study.

Discussion ensued amongst subcommittee members about testing/assessment requirements. Darragh Huggins commented that checking under each occupation, there is a licensing and certification section and under the heading of “Topic Discussion” in the NVCIS website, the required tests and associated costs are shown. When the sector council members concluded their comments, Ms. Hunewill moved to Agenda Item XIV.

**XIV. For Possible Action – New Business and Future Agenda Items.....Randi Hunewill**

Suggestions for future agenda items mentioned in this meeting included:

- Stackable Credentials Update – Dr. Patti Castro
- Sub-Committee Objectives Proposed Changes – Randi Hunewill
- Overview of Touro University/Roseman University of Health Science – Shelley Berkley
- STEM Update – Randi Hunewill

**XV. For Possible Action – Future Meeting Schedule.....Randi Hunewill**

- Next meeting is scheduled for Tuesday, October 21, 2014 at 2:00 p.m.

**XVI. Second Public Comment Session .....Randi Hunewill**

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

When Ms. Hunewill announced the Second Public Comment Session, Joan Hall stated she wanted to thank her for graciously agreeing to meet with the Nevada Real Hospital Partners CEO’s in August to discuss K-16 educational opportunities, where she expects many questions about CNA’s and who may also have suggestions to share with her. Ms. Hunewill thanked all for their presentations and attendance at this meeting.

**XVII. Adjournment.....Randi Hunewill**

Ms. Hunewill adjourned the meeting at 3:41 p.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 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**

Randi Hunewill (Chair), Ann Lynch, Dr. Margaret Covelli, Debra Collins, Renee Coffman, Linda Johnson, Joan Hall, Charles Perry, Shelley Berkley, and Dr. Patti Castro

**Notice:** *Persons with disabilities who require special accommodations or assistance at the meeting should notify Coralie Peterson, 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 28, 2014.*

**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](http://www.nvdetr.org). In addition, the agenda was mailed or e-mailed to groups and individuals as requested.