



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  
Legislative/Regulation/Policy Subcommittee

**Date and Time of Meeting:** **Thursday**, January 10, 2013  
8:30 a.m.

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

*This meeting was conducted via videoconference and by telephone conference call. Members of the public were invited to observe this meeting and provide comment at the addresses listed above or by calling the number and access code listed below.*

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

1-877-810-9415  
Access Code 4697842#

**Subcommittee Members Present:** Charles Perry, Bobbette Bond, Larry Matheis, Joan Hall, Ann Lynch, Vance Farrow, Amber Lassiter for Al Martinez.

**Subcommittee Members Absent:** Maggie Carlton, Debra Scott, Bill Welch, Carolyn Yucha, John Packham.

**DETR Staff Present:** Earl McDowell, Derita Hopkins.

**Others Present:** Debra Collins (Workforce Connections), Linda Yi (Workforce Connections), Holly Balmer (NSHE), Laura Hale (GWIB Health Care and Medical Services Sector Council), John Packham (GWIB Health Care and Medical Services Sector Council), Marcia Turner (Chair, GWIB Health Care and Medical Services Sector Council), Tessa Ronier (DETR Research and Analysis Bureau), Randi Hunewill (GWIB Health Care and Medical Services Sector Council).

\*It should be noted that all attendees may not be listed above.

**AGENDA**

- I. Call to Order .....Larry Matheis, Chair, Legislative/Regulation/Policy Subcommittee of the GWIB Health Care and Medical Services Sector Council

Larry Matheis, Chair of the GWIB Health Care and Medical Services Sector Council Legislative/Regulation/Policy Subcommittee, called the meeting to order at 8:35 a.m., 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 from GWIB Health Care and Medical Services Sector Council called roll and it was established that a quorum was present.

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

Linda Yi verified that the meeting was posted according to Nevada Revised Statute 241.020.

- IV. Welcome and Introductions .....Larry Matheis

Mr. Matheis welcomed everyone to the meeting and requested that people in attendance introduce themselves. He encouraged the public to offer their thoughts throughout the meeting noting that their comments will be taken into consideration, but that they are prohibited from voting on recommendations.

- V. **First Public Comment Session** .....Larry Matheis  
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.

Mr. Matheis opened the first public comment session. Hearing none, he moved to agenda item VI.

- VI. **\*Discussion/Possible Action** – Approval of the October 12, 2012, Legislation Subcommittee Meeting Minutes .....Larry Matheis

Mr. Matheis asked for approval of the October 12, 2012 meeting minutes. He noted that Bobbette Bond’s last name was misspelled in the minutes. It was moved by Charles Perry and seconded by Vance Farrow to accept the minutes with the change noted above. The motion carried.

- VII. **\*Discussion/Possible Action** – Legislative/Regulation/Policy Subcommittee strategic plan deliverables including prioritization and establishment of timelines.....Larry Matheis

Larry Matheis led a discussion of the subcommittee’s strategic plan deliverables planned for the next calendar year. He noted that the Legislative/Regulation/Policy subcommittee had a head start on establishing deliverables by developing the Legislative Policy initiatives, prioritizing them and sending them to Director Frank Woodbeck. Mr. Matheis reviewed memorandum dated 10-23-12 to Director Woodbeck on the subject of health workforce potential policy initiatives. He also questioned the group about other policy initiatives that they would like considered.

Mr. Matheis suggested that the subcommittee focus on the component to identify the workforce needs in the health care and medical services industry by looking at the policy issues. He suggested as an objective, and to be this subcommittee’s strategic plan, that members to consider the five items outlined on the second page of the memorandum addressed to Director Woodbeck, which are as follows: (1)

Serve as a resource for Nevada in understanding the potential changes in health workforce dynamics that may come from health care reform; (2) Coordinate with the Governor’s Office of Economic Development on issues related to legislation, regulation and policy; (3) Provide support as needed in preparation of and during the next Legislative Session; (4) Maintain coordination with and provide regular updates to the full council; and (5) Quality of Production with Health Care and Medical Services Workforce.

Dr. Turner spoke about the challenge of identifying issues that the sector council felt needed to be forwarded to the Department of Employment, Training and Rehabilitation and the Governor’s Office of Economic Development without advocating for the initiatives. She noted that some members either individually and/or representing their agency/association/company may or may not want to advocate for a specific initiative. Dr. Turner noted that individual Council members may want to advocate privately based on their knowledge and expertise. The Council may provide data requested by DETR, the Governor’s Office of Economic Development, or a Legislator based only on facts and requested through Director Woodbeck.

Dr. Turner also suggested that each committee will work closely with Mr. John Packman to acquire more data survey research available to Economic Development provided from Bill Welch and Charles Perry check into new budget with allocated funds assigned to support the key issues of the GWIB Health Care and Medical Services Sector Council.

Dr. Turner suggested that the Subcommittee focus on two major objectives: (1) Validate and/or change the draft of this subcommittee’s charge; and (2) Identify approximately two to four deliverables to present to DETR with a ‘scorecard’. For example, list high priorities with the health care and medical services issues and utilize specific deliverables that are almost or already completed (e.g., John Packham’s study, the list of suggested policy initiatives submitted to DETR Director Frank Woodbeck in October 2012).

Bobbette Bond asked how this subcommittee could track legislative priorities and what to do if any subcommittee member is called to testify on policy. Subcommittee members pointed out that no one should speak on behalf of the full Council nor this Subcommittee while attending public meetings. A discussion ensued with several motions being introduced and then amended. The final motion passed was as follows: *If members of the Council or any Subcommittee of the Council appear or provide testimony at the Nevada Legislature, they must indicate that they are not speaking for or representing the Council or any of its Subcommittees, except when the individual has been specifically requested to represent the Council by the Director of DETR or the Office of the Governor and the Chair of the Council is not available to make the presentation.* This motion was moved by Bobbette Bond and seconded by Charles Perry. The motion carried. The group also requested that DETR Director Frank Woodbeck address the issue at the next full Council meeting scheduled for Thursday, February 7, 2013.

VIII. **\*Discussion/Possible Action** – Refine and define Legislative/Regulation/Policy Subcommittee’s charge within the 2013 Strategic Plan .....Larry Matheis

Mr. Matheis noted that the Legislative/Regulation/Policy Subcommittee needs to validate or change the draft of the duties of the subcommittee.

The specific charge and duties of the subcommittee include the following:

- Identify and prioritize a list of potential public policy to be addressed during the next Legislative Session;
- Serve as a resource for Nevada in understanding the potential changes in health workforce dynamics that may come from healthcare reform;
- Coordinate with GOED on issues related to legislation, regulation and policy;
- Provide support as needed in preparation for and during the next Legislative Session;
- Maintain coordination by providing regular updates to the full Health Care and Medical Services Sector Council.

Suggested deliverables, which the subcommittee considered as action items, included:

- Identify the highest priorities on the policy initiative list and continue to monitor policies suggested during the legislative session;
- Continue development of the minimum data set;
- Continue to monitor health care reform that may not be legislative related;
- Standby as the Legislative Session unfolds and address issues as they arise.

The subcommittee again discussed the need to produce a ‘scorecard’ mechanism and one member also suggested that the subcommittee add the initiative of focusing on the quality of recruitment and retention. For example, answering the question of whether new hires have enough training to meet industry needs, and to identify ways to measure quantity and quality within the workforce. Earl McDowell pointed out the Quality of Production portion of the Health Care and Medical Services Sector Council Mission Statement and noted that this member’s suggestion fits in perfectly with that section of the mission statement.

Larry Matheis will compile the list of deliverables as well as write out the motions and send to Linda Yi for distribution to the subcommittee members within the next day or so, and subcommittee members are to respond by Friday, January 18, 2013.

Dr. Turner informed the subcommittee that she has asked each subcommittee Chair to give the full sector council a quarterly report at the full sector council meetings on their subcommittee activities. These quarterly subcommittee reports will also be used to report activities to DETR and the Governor’s Workforce Investment Board.

**IX. \*Discussion/Possible Action – Scheduling and Focus of Future Meetings..... Larry Matheis**

The Legislative/Regulation/Policy subcommittee will meet the second Friday of each month at 10:30 a.m. with the next meeting scheduled for Friday, February 8, 2013 at 10:30am. Linda Yi will send out the meeting notices and invitations.

The subcommittee members also discussed their availability to attend future meetings based on their upcoming responsibilities at the Nevada Legislative Session beginning in early February. Larry Matheis asked if it was possible to videoconference meetings from Carson City in order for the subcommittee members attending legislative sessions/meetings to be able to attend. DETR Workforce Solutions Unit, Deputy Administrator, Earl McDowell will follow up on this request.

Dr. Marcia Turner provided an introduction of the new administrative assistant for DETR’s Workforce Solutions Unit, Derita Hopkins, and welcomed her. Dr. Turner then introduced Debra Collins from Workforce Connections. Ms. Collins provided a brief overview of the Workforce Connection mission and current focus on looking at critical care nurses.

**XI. Second Public Comment Session ..... Larry Matheis**

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. Matheis requested for any public comments, but hearing none he proceeded to the next agenda item.

**XV. Motion for Adjournment.....Larry Matheis**

Mr. Matheis asked for a motion for adjournment, which was moved by Charles Perry and seconded by Bobbette Bond. The motion carried and the meeting was adjourned at 9:50 a.m.

*\*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**  
**Legislative/Regulation/Policy Subcommittee**

Larry Matheis, Ann Lynch, Vance Farrow, Charles Perry, Carolyn Yucha, Bill Welch, Bobbette Bond, John Packham, Maggie Carlton, Al Martinez (Amber Lassiter-Lopez), Joan Hall.

**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 Wednesday, January 9, 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 E. Third St., Carson City, NV; GRANT SAWYER OFFICE BUILDING, 555 E. Washington Ave., Las Vegas, NV; LEGISLATIVE BUILDING, 401 S. Carson St., Carson City, NV; BLASDEL OFFICE BUILDING, 209 East Musser 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; CHILDREN'S CABINET, 1090 S. Rock Blvd, Reno, 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.