



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
Information Technology Sector Council

Date and Time of Meeting: **Wednesday**, November 7, 2012
8:30 a.m.

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

Job Connect
Town Mall
4001 South Virginia St
Reno, 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.

1-877-810-9415
Access Code 4697842#

COUNCIL MEMBERS PRESENT: Linda Montgomery, Arnold Lopez, Robert Nielsen, Felicia Nemcek, Nancy Smith, Audrey Damonte, Dr. Warren Hioki, Mike Frechette, Missy Young

COUNCIL MEMBERS ABSENT: Dan Gouker, Saeed Karamooz, Pam Egan, Mike Gardineer, Carol Lucey, Scott Garrison, James Maida, Justin McVay, Steven Zink, Lindsey Niedzielski

DETR STAFF PRESENT: Earl McDowell, LeVerne Kelley

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

I. Welcome and Introductions Linda Montgomery
Chair, Information Technology Sector Council

Linda Montgomery welcomed everyone to the meeting, asked for anyone on the conference call to put their phone on mute instead of hold in the event they need to step away for a moment, and asked for roll to be called.

II. Roll call and Establishment of a Quorum Ansara Martino

Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

In the absence of Ansara Martino, Earl McDowell, Deputy Administrator of the Workforce Solutions Unit, called roll. At this time, a quorum was short by three members.

III. Verification of Posting Ansara Martino

Mr. McDowell verified the meeting was posted according to State of Nevada law.

IV. ***Discussion/Possible Action** – Approval of the October 3, 2012 Minutes Linda Montgomery

Since a quorum was not initially present, Mrs. Montgomery returned to this item after Dr. Warren Hioki, Mike Frechette, and Missy Young were noted as being present. Dr. Warren Hioki made a motion to approve the minutes. Arnold Lopez seconded the motion. No members were opposed.

V. **First Public Comment Session** Linda Montgomery

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.

There were no public comments.

VI. ***Discussion/Possible Action** – Review of the Request from DETR Director Frank Woodbeck for Industry Data to be Provided to the Governor’s Workforce Investment Board (Due January 2013) Linda Montgomery

- What are your initial assessments regarding the specific skill sets/competencies required in the Information Technology Industry for the short term, medium term, and long term?
- Are there any nationally portable, industry-recognized credentials that your industry uses to validate specific skill sets from the entry level up through the most senior positions? If not, are there accredited, certificate, or “in-house” (proprietary) programs that IT promotes or finds valuable? If so, what are they and where are they offered?
- What is the hiring outlook for your IT? Be as specific by job category as possible. (For example, in the manufacturing sector, there is an immediate need for machine operators. In the medium to long term, there will be a growing need for journeyman level machinists due to “baby boomer” retirements.) Please describe from a short term to long term perspective.
- What is the market outlook for the IT sector in high level terms? (Confident, less than confident, highly confident – why??)
- What support does IT need from the secondary and higher education system (K-12, Post-Secondary or Proprietary Schools) to support your human capital needs? Particularly at the entry level, how much does your sector value the following competencies (scale of 1-5, with 1=not important; 5=critically important)?
 - Reading
 - Writing
 - Mathematics
 - Problem Solving
 - Soft Skills (e.g., being on time, working in teams, etc.)
 - STEM education exposure

Is your industry interested in building a more proactive relationship with educational institutions from K-12 through PhD levels?

- What is the opportunity for summer internships in the industry for youth 16-19, which can be used for career path development?

Mrs. Montgomery explained that the questions itemized in this agenda item were asked by DETR Director Frank Woodbeck from all GWIB Industry Sector Councils. Mrs. Montgomery read the questions aloud, suggested she create an online survey that the council members could

respond to, and then asked the council members for their feedback. Robert Nielsen asked if there were a core group of companies the survey would sent to. Mrs. Montgomery said she wanted the council members to respond, as well as the SIM (Society of Information Managers) organization. She explained that she thought SIM members' feedback is helpful for gathering meaningful data and statistics. Robert Nielsen informed the council of UNLV's graduation rate for the IT program, all of whom he noted are employed, but he wants to have more information about the IT industry needs. Mrs. Montgomery agreed and said the respondents to this survey would provide the needed information. She also pointed out that this meeting's agenda item VIII to look at training initiatives will also provide some needed information. She also pointed out the articles and reports that have been presented in past council meetings discussing the hiring outlook. Arnold Lopez also suggested the council consider the data that, William Anderson, chief of DETR's Research and Analysis presented at a past meeting. He suggested tying the training needed to the jobs Mr. Anderson listed in the location quotient section of his presentation. Dr. Hioki said extensive data for ICT (Information Communications Technology) is available through the National Science Foundation for Nevada and it is available through UMASS Boston's Center of Excellence website. He explained that some of their data would answer some of the questions, as well as data from the U.S. Department of Labor and Nevada Career Readiness and Skills Standards criteria. Dr. Hioki advocated soft skills being just as important as IT certifications. Other members of the council agreed. Mrs. Montgomery asked Dr. Hioki to send further information and said she would send out a link for the survey that she discussed earlier in this agenda item. A motion was made by Missy Young for the survey to be created and it was seconded by Arnold Lopez.

VII. **Presentation** – The “Dream It Do It” Program Initiative in Northern Nevada.....Jonathan Begley
Executive Director, Dream It Do It Nevada

Jonathan Begley's presentation of the Dream It Do It program initiative for the manufacturing industry in Nevada included an overview of the program's goals, details and successes. Mr. Begley attempted to show a PowerPoint presentation, but due to technological problems, could not proceed with the PowerPoint. He explained how the Dream It Do It program began, how it has a goal to change perception of the manufacturing industry, and to make sure education and workforce training systems are aligned with industry needs. Despite the high unemployment rate in Nevada, manufacturers have unfilled jobs because they cannot find an appropriately trained, skilled workforce. In addition, other manufacturing training programs existed, but they were not responding to employers' needs. Mr. Begley said The Dream It Do It program organizers asked the similar questions about employers workforce needs as DETR Director Frank Woodbeck is asking of each GWIB Industry Sector Council (which are the questions outlined above in agenda item 6).

To cite an example for the Dream It Do It program, Mr. Begley explained there was a shortage of CNT operators in the manufacturing industry in northern Nevada. These CNT positions were entry-level jobs that require some post-secondary training. Dream It Do It organizers drilled down the common skill sets deemed essential to field this field and they could that soft skills, a level of maturity due to safety concerns of the machinery, and math skills, as well as a mechanical aptitude were required. The program developed the training program, which was administered by Truckee Meadows Community College (TMCC) and Western Nevada College (WNC), and gained the commitment from more than 20 employers to provide paid internships. The program also worked with the Department of Employment, Training and Rehabilitation for the job search requirement to be waived for those on unemployment during the training period. Next, the program recruited and rigorously screened the applicants, provided testing and

certification with a National Career Readiness Certificate and administered a drug test for the employers. Mr. Begley also noted a majority of the applicants also had needs that the department of Social Services helped fill in, such as provisions for daycare.

With the first run of the program, twenty students were sent to TMCC and twenty were sent to WNC for a full-time sixteen week training program. For the first eight weeks of training, each of the trainees went to school Monday through Thursday from 8 am to 4 pm. For the ninth week of training, they continued school with the same schedule with the exception of Thursday and Friday, where instead they went to a paid internship at a rate of \$11/hr. They also earned twenty-five hours of college credit and five national certifications. Of the twenty people that started the program, eighteen finished and all were immediately hired by employers. When asked questions by the council members, Mr. Begley explained one person was eliminated from the program for alcohol issues and showing up to the program intoxicated. When the program ran a second time at TMCC, fifteen people started the program and all finished, as well as had employment. There are two more eighteen week accelerated programs scheduled in the future to focus on training welders. This council's members expressed enthusiasm for the program and Mr. Begley offered his assistance or advice for the development of a similar IT training program.

To view information about the Dream It Do It Program, see the following link: <http://dreamitdoitnevada.com/>.

VIII. ***Discussion/Possible Action** – Concept for the Development of an Information Technology Sector Council Pilot Program Initiative That Would Provide Training and Employment for Nevadans..... Arnold Lopez III
Nevada Energy, Economic Development Executive

Mr. Lopez reminded the council of the last meeting and the request that was made of them by DETR Director Frank Woodbeck to consider viable pilot programs to provide people with workforce development, training, and gainful employment in the Information Technology industry. Mr. Lopez asked the council for their ideas and concepts for a pilot program initiative, which he said can be very successful as everyone just heard with Jonathan Begley's presentation on the Dream It Do It pilot program for the manufacturing industry. He asked the council to remember that the program would have to be accessible by at-risk and underemployed sectors of Nevada's population, the results would have to provide people with real and available jobs, and would also need to include an internship component for hands-on work experience. DETR has quite a few tools that would benefit a pilot program, such as incentives for employers to hire (e.g., the Silver State Works Program) and to help with screening applicants to the program (e.g., Job Connect). Federal WIA funds might also be available. The Marketing Subcommittee and the Education Subcommittee can help the council work on the areas of a pilot program that they are charged with, namely the marketing, education and training aspects, and the public and private sectors need to partner together and collaborate to help form the program.

Rob Nielsen said the key word for him is "employment" and employers have to participate to make such a program successful. The program has to be tailored to provide the training that employers are currently looking for and willing to hire for.

Missy Young said she is seeing a lot of overlap between what this council is doing and what is occurring in the Conference of Economic Development strategy meetings and with the Regional Development Authority, where they are 'rebranding' Nevada to make it look more attractive for businesses to relocate to Nevada. She wants to be sure the workforce that the pilot program would create also provides for the needs of businesses not yet located in Nevada and these businesses would know Nevada can provide the workforce they need. Any strategy of the pilot program needs to be mindful of this large macro picture, not the micro picture, and in addition needs to include provisions for youths. As a community, this

council also needs to consider what they need to do to get youths excited about the possible work opportunities that are ahead of them.

Mike Frechette asked the council to consider the perspective people have of Southern Nevada's image and how it does not bring to mind the Information Technology industry at large, only in the area of gaming. He said the opinions of the businesses/agencies/organizations that would be doing to the hiring should be considered and he then pointed out three areas he sees for employment in the IT industry: (1) IT operations (network engineers, software developers, help desk technicians); (2) IT security personnel; and, (3) IT Program and business managers.

Discussion ensued amongst the council about the potential costs of providing the training and certifications. Funding will be applied for from diverse sources and it was determined employers will be queried for advice on what skillsets they are currently looking for and what job openings do they anticipate having within specific time frames. The council also determined the pilot program needs to:

- (1) Provide both existing employers and potential future employers with a trained workforce that has training recognized nationally, not just locally;
- (2) Include provisions for youths;
- (3) Have provisions for other underserved or underemployed sectors of the population;
- (4) Marketing to change the impression people have of Southern Nevada wherein they think it is all about gaming and that their IT needs cannot be provided for in the region;
- (5) Have innovative and desirable training to provide the skillsets and certifications for trainees that are sought after by employers;
- (6) Provide training both for entry- and mid-level workers;
- (7) Possibly provide IT training across industry sectors.

A motion was made by Arnold Lopez to form a pilot program, but first to allow the Marketing and Education Subcommittees to provide details to the council regarding the pilot program for the larger council's consideration for how they are going to form and operate the pilot. The motion was seconded by Warren Hioki. All members were in favor and no one was opposed.

IX. Presentation – Update on the 2012 Broadband Summit Lindsey Niedzielski
State Program Manager, Connect Nevada

Lindsey Niedzielski was not present at the meeting; therefore, this item was tabled for the next meeting. Council members Arnold Lopez and Rob Nielsen stated that they attended the summit and found the discussions about rural and urban broadband connectivity extremely useful and compelling.

X. *Discussion/Possible Action – (a) Update on Education and Marketing Subcommittees Meetings, and (b) Request to Hold Joint Committee Meeting of Education and Marketing Information Technology Sector Council Subcommittees To Focus on Pilot Program and Report Back to Council at Next Meeting..... Linda Montgomery

As Mrs. Montgomery explained the activities and discussions of the Education Subcommittee on Tuesday, October 16, 2012 (for minutes of this subcommittee meeting, please view the link below), she further elaborated by giving her preliminary ideas for developing an IT career ladder and map that specifies job titles, links to the skill sets and certifications needed, the pay, the SOC code, and other important information. A detailed presentation of the career map will be made at a future council or subcommittee meeting. Next, Mrs. Montgomery encouraged the idea of developing a template for an IT training program, similar to Dream It Do It, and to have IT symposium for the council and employers for the purpose of having a meaningful discussion about the positions they need to fill and the training applicants would need to have. Mrs. Montgomery said she had an appointment later the same day of this council meeting to help move these ideas forward. She also wants to be sure women and youths are represented in the initiatives, since both are

underrepresented in the IT industry. The idea of providing vouchers for IT certifications for those who cannot afford the testing will also be explored. Mrs. Montgomery asked for the assistance and expertise of council members with the Marketing and Education and Training Subcommittees.

Arnold Lopez then turned to the Marketing Subcommittee meeting held on Thursday, October 18, 2012 (for minutes of this subcommittee meeting, please view the link below) and told the council that leadership for this subcommittee was established with the appointment of Missy Young as Chair and Mike Frechette as Co-Chair. Mr. Lopez then turned the discussion over to Missy Young, who explained the Marketing Subcommittee has a huge amount of work ahead of them, especially with (1) youths to let them know what IT occupations and opportunities are available and how they can take advantage of them; (2) to try to reach the 35% of students in CCSD that did not graduate last year and help them get back on track; and, (3) to help the 12% unemployed for those with IT aptitudes and who want jobs in the IT industry. At the next Marketing Subcommittee meeting, this is an issue she wants to discuss. Mike Frechette expressed his mutual concern and support. Mr. Lopez wants to be sure any resources available through DETR are used, particularly the efforts and assistance from Odalys Carmona, the youth liaison for the industry sector councils, because there is a lot going Missy Young asked to be provided with more information about the resources DETR can provide.

Mrs. Montgomery and Mr. Lopez announced that there will be a joint Education and Marketing Subcommittees meeting to focus more on the pilot program and develop some initial ideas. After the joint meeting, each of the respective subcommittees will meet individually to focus on separate items.

Minutes for the Education and Training Subcommittee Meeting on Tuesday, October 16, 2012: [..\Information Technology Sector Council Education Subcommittee Meeting 10-16-12\Information Technology Sector Council Education Subcommittee Meeting 10-16-12 Minutes.pdf](#)

Minutes for the Marketing Subcommittee Meeting on Thursday, October 18, 2012: [..\Information Technology Sector Council Marketing Subcommittee Meeting 10-18-12\Information Technology Sector Council Marketing Subcommittee Meeting 10-18-12 Minutes.pdf](#)

- XI. ***Discussion/Possible Action** – Review of Data (Per Request at the October 3, 2012 Sector Council Meeting) Received From DETR Research and Analysis Chief Economist William Anderson Regarding IT Occupation List with IT Employees of 10 or More. Revisions Needed To the List Linda Montgomery

This item was tabled for the next council meeting.

- XII. ***Discussion/Possible Action** – Presentation of Scholarship America and the Dollars for Scholars Program..... Linda Montgomery

Mrs. Montgomery explained the Dollars for Scholars/Scholarship America program, she would like to apply for funds for those wanting to receive IT training can receive. She wants the council to play a large role in forming a local chapter. She does not want funds to just be available for IT trainees, but also across each of the Nevada industry sectors. A motion was made by Missy Young and seconded by Arnold Lopez to establish a local chapter and apply for funds.

To view the Scholarship America Dollars for Scholars: <http://scholarshipamerica.org/>

XIII. **Second Public Comment Session** Linda Montgomery
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.

Earl McDowell, Deputy Administrator of DETR's Workforce Solutions Unit, stepped forward for public comment and said he will arrange for Job Connect to present information on the variety of programs they have available to assist employers and applicants for training and hiring. He will also have DETR's Division of Vocational Rehabilitation present on their programs, as well as both the Northern and Southern Nevada Workforce Investment Boards. In addition, information will also be presented for special programs available for veterans.

Byron Goings of Workforce Connections also offered public comment. He explained a little bit of his career background and of the background of Workforce Connections, and expressed support for the efforts of the IT council. He asked for them to consider what contributions they can make toward a youth job shadowing day that he is organizing. He wants youths to experience first-hand exploration of the eight industry sectors currently advancing in Nevada, as well as stress the importance of education amongst youths.

Derick Jones of Job Connect offered the support of Job Connect and the programs they have available. Council members reiterated their desire to have a presentation at the next council meeting of Job Connect resources.

Jaime Cruz offered the full support of Workforce Connections and explained efforts they are making to align their services and training with each of the industry sectors.

XII. ***Discussion/Possible Action** – Future Agenda and/or Recommendations.....Linda Montgomery
Future agenda items were set as discussed in this meeting.

XIII. ***Discussion/Possible Action** – Future Meeting Schedule Linda Montgomery
Mrs. Montgomery said the future meeting schedule has yet to be determined. Council members will be notified via email and public notices posted.

XIV. Motion for Adjournment..... Linda Montgomery
The motion for adjournment was made by Warren Hioki and seconded by Missy Young.

**Denotes items on which the Governor's Workforce Investment Board Information Technology Sector Council 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
INFORMATION TECHNOLOGY SECTOR COUNCIL

Audrey Damonte, Pam Egan, Mike Gardineer, Scott Garrison, Saeed Karamooz, Arnold Lopez III, Linda Montgomery, Carol Lucey, Nancy Smith, James Maida, Justin McVay, Felicia Nemcek, Missy Young, Lindsey Niedzielski, Steven Zink, Robert Nielsen and Warren Hioki.

Notice: *Persons with disabilities who require special accommodations or assistance at the meeting should notify Ansara Martino, 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 Friday, November 5, 2012.*

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. In addition, the agenda was mailed or e-mailed to groups and individuals as requested.