



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: **Tuesday**, February 19, 2013
8:30 a.m.

Place of Meeting: Department of Employment, Training & Rehabilitation
2800 East St. Louis Avenue, Conference Rooms A, B and 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 location or by calling the number and access code listed below:

Nevada Job Connect
Reno Town Mall
4001 South Virginia Street
Reno, NV

1-877-810-9415
Access Code 4697842#

Council Members Present: Linda Montgomery, Arnold Lopez III, Dr. Warren Hioki, Justin McVay, Missy Young, Audrey Damonte, Lindsey Niedzielski, Carol Lucey, Felicia Nemcek, Nancy Smith.

Council Members Absent: Scott Garrison, Saeed Karamooz, Mike Gardineer, James Maida, Robert Nielsen, Steven Zink, Pam Egan, Mike Frechette (excused).

Ex-Officio Members Present: Susanna Powers (DETR, R & A Bureau), Peter Bacigalupi (Workforce Connections), John Thurman (Nevadaworks).

DETR WSU Staff Present: Ansara Martino, Earl McDowell, LeVerne Kelley.

Others Present: Hal Bingham (DETR), Ron Fletcher (DETR), Mary Siev (IIT), Chris Papegn (spelling?) (LVIT), Lonnie Richardson (UMC), Derick Jones (JobConnect), Walter Michaels (TURP), Gloria Chua (JobConnect), Horacio Lopez, Bruce Atkinson (New Growth Nevada), Cloyd Philips (Community Services Agency)

AGENDA

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

Linda Montgomery called the meeting to order at 8:31 a.m. She introduced herself and then asked for roll to be called.

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

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

Mrs. Montgomery informed the council that she has made recent attempts to contact members that have not been attending meetings, but she has been successful in reaching only one of them. She asked Earl McDowell, Deputy Administrator of the Workforce Solutions Unit, how their membership could be removed from the council as per Article II Section 4 of the GWIB Industry Sector Council Bylaws specifying that members of a council who miss three consecutive regular meetings may be replaced at the will of the Chair. Mr. McDowell asked for Mrs. Montgomery to contact him after the meeting to discuss this administrative matter. Mrs. Montgomery confirmed that she would and informed the council that she is seeking new, additional members.

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

Mrs. Montgomery asked if the agenda for this meeting was posted according to Nevada statute. Ms. Martino confirmed that it was.

- IV. **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.

When Mrs. Montgomery announced the first public comment session, no comments were made. Mrs. Montgomery then turned to Agenda Item V.

- V. **For Possible Action** – Approval of the November 7, 2012 Minutes Linda Montgomery

This item was tabled for the next meeting due to a lack of a quorum.

- VI. **For Possible Action** – Approval of the January 29, 2012, Minutes.....Linda Montgomery

This item was tabled for the next meeting due to a lack of a quorum.

- VII. **For Possible Action** – Presentation from the Nevada Job Connect.....Derick Jones
Business Services Representative, Nevada JobConnect

Mrs. Montgomery introduced Derick Jones and invited him to address the council. Mr. Jones thanked the council for inviting him and gave his presentation of Nevada JobConnect services, including the Silver State Works Incentives Program, Work Opportunity Tax Credit, Labor Exchange/NV Job Connect resources and business services, and services for Veterans. These services, he informed the council, are available to businesses free of charge and can help save employers money.

To view a copy of Mr. Jones' PowerPoint presentation, click the following link: [IT sector presentation revision - Derick Jones.ppt](#).

At the conclusion of Mr. Jones' presentation, questions from the council members included:

- What eligibility conditions make an individual qualified to participate in the Silver State Works Program?
- Is the employer required to pay a particular wage level?
- Can individuals receive a stipend by participating in the Silver State Works Program? And who pays the stipend?
- Where does the pipeline of candidates come from?
- Where are JobConnect offices located?
- Does the individual need to be a new hire or can they already be on the employer's roster?
- Can contract employees who are ending one contract participate in the Silver State Works Program to begin another, new contract?
- Does a JobConnect Business Services Representative select qualified candidates to refer to the employer?
- What is the application process for individuals? How should they dress for their interview and what should they bring with them?

After council members thanked Mr. Jones for his presentation, Mrs. Montgomery and Mr. Lopez invited Mr. Jones to this council's next subcommittee meeting scheduled for February 26, 2013 at 8:30 a.m. Mr. Lopez asked Ansara Martino to send Mr. Jones an invitation and any related documents for the meeting.

Also, Dr. Warren Hioki invited Mr. Jones to have a JobConnect booth at the next information and job fair event on April 19, 2013 at the College of Southern Nevada (CSN).

Ron Fletcher, Chief of Field Direction for DETR, announced that JobConnect is currently partnered with CSN to assist students seeking work and that there is an office located on CSN campuses in their Workforce Development Centers where students can conveniently utilize JobConnect services. Any employment position that is listed with JobConnect by an employer is also listed with the campus offices.

VIII. **For Possible Action** – Appointment of Chair for the GWIB Information of Technology Education Subcommittee Linda Montgomery

Mrs. Montgomery said this item was being tabled due to a lack of a quorum and because nominations will be made soon for additional membership to this sector council. She would like to include those new members as she considers a potential Chair for the Education subcommittee.

IX. **For Possible Action** – Joint Committee Assignment - Marketing/Education Subcommittee to develop a conceptual work for a Pilot Project to Enhance Employability of Job Candidates to meet the needs of the current Information Technology workforce. Elements of the project must include the following: Linda Montgomery

- **Employer**
- **Candidate**
- **Specific Job**
- **Specific Training Requirements**
- **Possible sources of Funding for Pilot Project**

Mrs. Montgomery stated that there will be a joint Marketing and Education subcommittee assignment for their next meeting scheduled for February 26, 2013 to develop a conceptual framework for a pilot project to enhance the employability of job candidates to meet the needs of the current Information Technology workforce. She said that the elements of the project must include the employer, candidate, specific job information, specific training requirements and possible sources of funding for the project.

When Mrs. Montgomery opened the floor for council member comments and input, Arnold Lopez asked his fellow members to consider how employers could be engaged to participate in the pilot project, how candidates should be matched with employers, what the eligibility criteria would be and how could the pilot project be marketed. If the pilot program is successful, then it could possibly be turned into a larger

program. Mr. Lopez also encouraged Derick Jones, Business Services Representative with JobConnect, to give any feedback or insight he has. Suggestions from council members included looking at IT jobs within the gaming industry; IT jobs in the unmanned aerial vehicles/drone industry; banking code developers with an emphasis on cyber security. One council member asked where the council stands with internship opportunities for the pilot program.

They emphasized the need for students to have something for work experience on their resume. Arnold Lopez informed the member that this will be addressed at the joint Marketing and Education Subcommittees meeting on February 26, 2013 when they discuss the development of the pilot program. Derick Jones offered to see if the Silver State Works Program could be used to provide internships. Carol Lucey told of her school's experiences, including that they could not use Workforce Investment Act funds because some employers did not want to commit to employment until after the internship and final period for the individual was over. Dr. Hioki said he and the College of Southern Nevada may be able to help with grant funding from National Science Foundation awards they have received.

X. **For Possible Action** – Report of the results of the SIM Pilot Project Survey ... Linda Montgomery

Mrs. Montgomery explained that SIM stands for the Society of Information Managers, which she said is a new organization that invited her to speak at their January 2013 meeting. Mrs. Montgomery said that she used the opportunity to explain her role as Chair of this council, as well as the council's duty and purpose. She also said that SIM members had agreed to answer a survey for this Council regarding types of jobs IT employers have open, plan to open and what kinds of credentials/certifications are required. Other questions on the survey were, for example: "Is any of your current staff lacking the credentials/certifications needed to advance?" And, "are you interested in cross-training your employees?" She said that with the help of Arnold Lopez and LeVerne Kelley, Program Specialist with DETR's Workforce Solutions Unit, the survey was sent out to SIM members a few days ago and the results of which will be discussed at the next council meeting.

XI. **For Possible Action** – Strategic Plan..... Linda Montgomery

- **Roadmap to Information Technology (IT) Success**
- **Pilot Program**
- **Integrating IT into the Sector Focus**
- **Impact of Employment and training Target of IT Workers**

Mrs. Montgomery stated that she would like to plan a half-day planning session in mid-March for council members to work this Council's strategic plan for the 2013 calendar year. She said that she will develop a template based on GWIB Industry Sector Council duties and at the meeting council members will also determine the resources, deadline dates and various assignments that will need to be accomplish for the strategic plan. She will have DETR send the template that she develops to council members. Arnold Lopez, Vice-Chair of this Council, asked for members to remember that the IT industry does not exist in a silo and many IT occupations crossover into other industry sectors.

XII. **New Business and/or Recommendations**..... Linda Montgomery

Based on council member suggestions and tabled items from today's meeting, Mrs. Montgomery stated that future agenda items include:

- Approval of the minutes for the November 7, 2012 meeting.
- Approval of the minutes for the January 29, 2013 meeting.
- Approval of the minutes for today's meeting.
- A presentation from Community Services Agency on a pilot project idea they have.
- The results of the survey sent to Society of Information Managers.
- Inviting council members to tour the InNEVation Center located in Switch's facilities in Las Vegas. This tour will be organized by Justin McVay.

- She will plan a ½ day planning session during mid-March for this Council to develop their strategic plan and she will develop a strategic plan template for council members to fill out.
- Ways to get youth involved and excited about IT job opportunities, such as Workforce Connections' Job Shadow Day, which took place two weeks ago. Mrs. Montgomery commended Workforce Connections for this event. Mrs. Montgomery said every future agenda for this Council will have a youth component and Odalys Carmona, Youth Liaison with DETR's Workforce Solutions Unit, will make presentations on youth initiatives.

For new business, Justin McVay said that legislative bill AB63 regarding the IT industry workforce was presented and the intention of the bill is to make the IT industry in Nevada competitive to other states by making IT employees non-exempt, which would mirror Federal labor law standards. He told the council that he would keep them informed on how the bill progresses.

Mrs. Montgomery told the council that she will be speaking at Nevada's IT Symposium on March 7, 2013 regarding the IT Sector Council initiative. She will find out additional meeting details and have those details sent out to council members.

XIII. **For Possible Action** – Next meeting is scheduled for March 18, 2013 location will be at DETR Administrative Office, 2800 E. St. Louis Ave., Las Vegas and will be video-conferenced to the Nevada JobConnect Office, Reno Town Mall, 4001 S. Virginia St., Reno..... Linda Montgomery

The next meeting is scheduled for March 18, 2013 at the following locations:

- Department of Employment, Training and Rehabilitation, located at 2800 East St Louis Ave, Las Vegas;
- will be video-conferenced to the Nevada JobConnect Office located at 4001 South Virginia Street in the Reno Town Mall, Reno;
- and will be teleconferenced using the telephone number and access code listed on the first page of the posted agenda for that meeting.

XIV. **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. Public comment may be limited to three minutes per person at the discretion of the chairperson

Mrs. Montgomery announced the second public comment session, but hearing no comments, she turned to Agenda Item XV.

XV. **Motion for Adjournment**..... Linda Montgomery

Mrs. Montgomery adjourned the meeting at 10:01 a.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
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 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, February 18, 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.