



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)

Information Technology Sector Council

Tuesday, April 16, 2013

8:30 a.m.

This meeting was conducted in person, via videoconference and by telephone conference call. Members of the public were invited to observe this meeting and provide comment at the physical addresses or by calling the number and access code listed below. Some members of this Council may have attended the meeting in person, via videoconference or by telephone conference call.

Place of Meeting:

Department of Employment, Training & Rehabilitation

2800 East St. Louis Avenue, Conference Rooms A, B & C
Las Vegas, NV

Department of Employment, Training & Rehabilitation

Vocational Rehabilitation
1325 Corporate Boulevard
Reno, NV

1-877-810-9415

Access Code 7521358#

Council Members Present: Jhone Ebert, Dawn Welsh for Audrey Damonte, Mike Frechette, Dr. Warren Hioki, Arnold Lopez III, Justin McVay, Linda Montgomery, Felicia Nemcek, Lindsey Niedzielski, Nancy Smith, Missy Young.

Council Members Absent: Dr. Robert Nielsen, Steven Zink.

Ex-officio Members Present: Peter Bacigalupi (Workforce Connections).

Ex-officio Members Absent: Susanna Powers, (DETR), John Thurman (Nevadaworks).

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

Others Present: Morgan Bunker (LVGEA), Pam Egan, Jane Miller (Arizona Nevada Tower Corporation) Mike Sanchez (DETR), Doug van Aman (GOED).

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

- I. Welcome and Introductions Frank Woodbeck, Acting Chair
Director, Department of Employment, Training and Rehabilitation (DETR)

The Acting Chair of this Council, DETR Director Frank Woodbeck, called the meeting to order at 8:37 a.m., welcomed everyone and thanked them for attending this meeting. He then asked Derita Hopkins, Administrative Assistant for DETR’s Workforce Solutions Unit, to call roll.

- II. Roll call and Establishment of a Quorum Derita Hopkins, Administrative Assistant
Workforce Solutions Unit, DETR

Derita Hopkins called roll and informed the Chair that a quorum was present.

Prior to verifying this meeting’s agenda posting, Director Woodbeck introduced himself to the Council as the Acting Chair for the GWIB Information Technology Sector Council. He then greeted Linda Montgomery, who had decided to step down as Chair of this Council due to physical injuries impairing her mobility, and thanked her for her service.

Director Woodbeck acknowledged council member Justin McVay, who was the Governor’s Office of Economic Development (GOED) Information Technology Industry Specialist and is now the Economic Development Specialist for the Business Startup Center at the University of Nevada, Las Vegas (UNLV). He then invited Mr. McVay to brief the Council on his current position at UNLV. Mr. McVay informed the Council that UNLV has designated some funding to establish an UNLV Business Startup Center. He told the Council that the UNLV Business Startup Center will provide resources for both students and the greater Las Vegas community to develop their entrepreneurship business ideas, which he pointed out will ultimately help create jobs within those startup initiatives. He stated that the Startup Center’s resources will include financing opportunities, business needs assessment, strategic business plan development, market research, and ongoing business development support. Mr. McVay will remain a member of this Council in his new role with UNLV.

In addition, Director Woodbeck welcomed and acknowledged both Doug van Aman (Regional Director for the GOED), who is temporarily representing GOED as the Information Technology Industry Specialist, and Morgan Bunker (Vice President of Economic Development for the Las Vegas Global Economic Alliance) for their attendance.

- III. Verification of Posting Derita Hopkins

Director Woodbeck asked for Derita Hopkins to verify that the agenda for this meeting was posted according to Nevada statute. Ms. Hopkins verified that the agenda was posted according to NRS 241.020.

- IV. **First Public Comment Session** Frank Woodbeck
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 Director Woodbeck announced the first public comment session and invited members of the public to speak, Melissa Scott from Nevada’s Department of Education, Office of Career and Technical Education introduced herself and informed the Council that the State standards and all of the Information Technology programs currently are being revised. She then mentioned that she is attending today’s meeting to learn more about what is occurring within the Information Technology industry. No additional comments were made.

- V. **For Possible Action** – Approval of February 19, 2013, Meeting Minutes Frank Woodbeck

Upon review of the February 19, 2013 Meeting Minutes, Director Woodbeck asked the Council if the SIM Pilot Project Survey was completed. Linda Montgomery mentioned to the Council that the SIM Pilot Project Survey was published; however, there were only a few responses received back from the selected organizations. Director Woodbeck then asked not to pursue a second outreach for survey responses at this time and to incorporate it into the Council’s 2013 Strategic Plan process. Nancy Smith requested that a correction be made regarding her attendance at the February 19, 2013 meeting. Director Woodbeck then requested for approval of the amended February 19, 2013 Meeting Minutes. A motion to approve the amended minutes was made by Missy Young and seconded by Linda Montgomery. The motion carried unanimously.

VI. For Possible Action – Development of the Information Technology Sector Council 2013 Strategic Plan.....Frank Woodbeck

Director Frank Woodbeck reviewed the GWIB Information Technology Sector Council 2013 Strategic Plan template and explained its design and layout. He informed the Council that they will have a Strategic Plan Subcommittee, which will be chaired by Missy Young and have Dr. Robert Nielsen as Vice-Chair. This Subcommittee will have four or five members, depending on the wish of the Chair. He explained that the purpose of the strategic plan is to articulate the goals for each duty and charge they have as outlined by the Governor’s Workforce Investment Board, which is to look at existing industry assets and make recommendations for workforce development in the IT industry. This will encourage industry sustainability and growth. He reminded them that their workforce development initiatives need to include all sectors of the population, such as all levels of education, the disabled, those exiting corrections facilities and needing re-entry services, veterans, incumbent workers seeking to move up the career ladder, entry-level workers, etc.

Next, Director Woodbeck informed the Council that DETR, along with the GOED, has engaged to bring an IBM Center of Excellence to Nevada. The Center will offer exciting IT capabilities, particularly in data analytics. In connection with the Nevada System of Higher Education (NSHE), DETR would like to develop curriculum for each of the industry sectors and each of the industry sectors will require a number of public-private partnerships. The data that the Center will produce will help create jobs.

The council members listed below volunteered to serve on the GWIB Information Technology Sector Council 2013 Strategic Plan Subcommittee:

- Missy Young (Chair), Dr. Robert Nielsen (Vice-Chair), Linda Montgomery, Arnold Lopez III, Justin McVay, Dr. Warren Hioki, Jhone Ebert and Nancy Smith.

To view a copy of this Council’s 2013 Strategic Plan template, it is available at the following link: <..\Sector Council Strategic Plan Form Template for Information Technology 3-15-13.doc>

VII. For Possible Action – Future Agenda and/or RecommendationsFrank Woodbeck

Director Woodbeck informed the Council that Ansara Martino (Grants and Policy Analyst for DETR’s Workforce Solutions Unit) will be looking for grant and other funding opportunities that would be beneficial for piloting program initiatives presented by each of the GWIB Industry Sector Councils. Listed below are the suggestions, recommendations, requests and comments made:

- It was recommended that the 2013 Strategic Plan includes a development of pilot programs within the Information Technology industry based on employers’ “in-demand” needs.
- It was suggested that the Council look into the development of Information Technology training programs and projects to serve both the urban and rural areas. Director Woodbeck then informed the council that the Broadband Project provides videoconferencing links that connect Nevada’s rural communities and allows greater communication in the Health Care and Medical Services

sector. Director Woodbeck mentioned to the Council that he suspects the videoconferencing links could also serve purposes within the Information Technology sector, particularly for workforce training and development. Lindsey Niedzielski (State Program Manager for Connect Nevada and a member of the Nevada Broadband Task Force) confirmed that the Cooperative Extension of Nevada's System of Higher Education probably has the most robust videoconferencing capabilities at this time.

- Arnold Lopez asked for clarification regarding funding from the State to proceed with an implementation of workforce development pilot programs for the IT industry. In reply, Director Woodbeck estimated that DETR training funds will be available to assist approximately 50-100 individuals with acquiring the required skill sets and/or certifications within the IT industry depending on the number of weeks the training will take. He advised the Council to identify the current IT training needs, identify the employers who would hire those individuals and provide a timeline to employers who are going to employ those particular individuals in internship programs.
- Justin McVay suggested this Council institute an internship program within the IT industry sector and provide employers with some sort of incentive funding while the student is being trained. He noted that this may help the students apply the training they received in an actual working environment and bridge the gap in transitioning from being a student to an experienced employee.
- It was recommended this Council utilize the IBM Center of Excellence as part of this Council's Strategic Plan initiative.
- Earl McDowell (Deputy Administrator for DETR's Workforce Solutions Unit) volunteered to reach out to Microsoft regarding their IT programs.
- Jhone Ebert (Chief Technology Officer for Clark County School District (CCSD)) provided feedback to the Council regarding Strategic Plan Objective #3, "Map the talent pipeline for the sector and identify where the talent is needed..." and Objective #6, "Identify and apply for federal funding available for job training and education programs." She stated that a pathway needs to be developed to complete this task and she is concerned that it may be too late for high school students. She then informed the Council that CCSD currently is having a difficult time filling 60 job positions due to pay and qualifications. She said this will affect education when the school district does not have enough skilled IT personnel to support the classroom. Derita Hopkins (Administrative Assistant for DETR's Workforce Solutions Unit) was asked to provide Ms. Ebert with a DETR JobConnect Business Services Representative, who can aid her in the search for qualified applicants.
- Director Woodbeck suggested the Council look at ways to incorporate the K through 8th grades in developing a plan for the future workforce.
- Linda Montgomery will provide some suggestions to Director Woodbeck to assist with developing a more effective way for employers to work with DETR's JobConnect Business Service Representatives on job postings, locating candidates that meet the employer's requirements, and streamlining current processes to make it less cumbersome.
- Justin McVay requested that fellow members make recommendations for additional members to serve on this Council.

VIII. Next meeting will be held on Tuesday, June 11, 2013 at 8:30 a.m.Frank Woodbeck

The next meeting date will be reviewed and notifications sent to Council members, as well as posted publically.

IX. **Second Public Comment Session**Frank Woodbeck

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.

Director Woodbeck announced the second public comment session and invited members of the public to speak. Hearing none, he moved to Agenda Item X.

X. AdjournmentFrank Woodbeck

After Director Woodbeck closed the second public comment session, the meeting was adjourned at 9:40 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, Jhone Ebert, Mike Frechette, Dr. Warren Hioki, Arnold Lopez III, Justin McVay, Linda Montgomery, Felicia Nemcek, Lindsey Niedzielski, Dr. Robert Nielsen, Nancy Smith, Missy Young and Steven Zink.

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, April 15, 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.

