



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  
Information Technology Sector Council Strategic Plan Subcommittee  
Wednesday, November 13, 2013  
10:00 a.m.**

*Some members of this Subcommittee 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 listed below:*

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

**Department of Employment, Training & Rehabilitation**  
Reno Town Mall Conference Room  
4001 South Virginia Street  
Reno, NV

    1-877-810-9415

**Subcommittee Members Present:** Missy Young, Dr. Warren Hioki, Arnold Lopez III, Justin McVay, Linda Montgomery, Nancy Smith.

**Subcommittee Members Absent:** Jhone Ebert.

**DETR WSU Staff Present:** De Salazar, Odalys Carmona, Earl McDowell, Ansara Martino.

**Others Present:** Guy Amato (CSN), Michael Walsh (LVGEA), Dan Wray (CCSD).

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

**AGENDA**

- I. Welcome, Introduction and New Members .....Missy Young, Chair  
Strategic Plan Subcommittee of the GWIB Information Technology Sector Council

The Chair of this Council, Missy Young, called the meeting to order at 10:00 a.m. and then asked Ansara Martino, who is standing in today for Derita Hopkins, to call roll.

II. Roll call and Establishment of a Quorum ..... Derita Hopkins, Administrative Assistant  
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Ansara Martino called roll and informed Ms. Young that a quorum was present.

III. Verification of Posting.....Derita Hopkins

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

IV. **First Public Comment Session** .....Missy Young  
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 Ms. Young announced the First Public Comment Session, no comments were heard. Hearing none, Ms. Young turned to agenda item V.

V. **For Possible Action** – Approval of August 2, 2013 Minutes .....Missy Young

Ms. Young asked the Subcommittee members if they had an opportunity to review the August 2, 2013 Meeting Minutes. A motion to approve the minutes was made by Justin McVay and seconded by Linda Montgomery. All were in favor. None were opposed. The motion carried.

VI. **For Possible Action** – Approval of September 27, 2013 Minutes.....Missy Young

Ms. Young asked the Subcommittee members if they had an opportunity to review the September 27, 2013 Meeting Minutes. A motion to approve the minutes was made by Justin McVay and seconded by Dr. Warren Hioki. All were in favor. None were opposed. The motion carried.

VII. **For Possible Action** – Microsoft IT Academy Pilot Program .....Missy Young

Progress reports from the following in support of proposed pilot to establish Microsoft IT Academy program at multiple Clark County Unified School District high schools

- o Update on Microsoft IT Academy engagement and requirements – Earl McDowell
- o Update on licensing options, costs and fees – Justin McVay
- o Update on CCSD school candidates based on approvals and infrastructure – Jhone Ebert

Additional assignments to be determined.

Ms. Young asked Mr. McDowell to give an update on the Microsoft IT Academy. Mr. McDowell responded by stating that he had spoken with a representative from the Microsoft regarding IT Academy and the representative informed him that they had not had an opportunity yet to speak with the representative from the school district; therefore, Microsoft has not been able to move forward on this program. According to the Microsoft representative, all the academies are set up directly through the school districts and educational institutions; therefore, since they have not been able to meet with the School District Superintendent they cannot move forward at this time. Mr. McDowell went on to say that the representative from Microsoft has a meeting set for December 2013. Ms. Young stated that this Subcommittee should be a part of Microsoft’s discussions with the school district. Mr. McDowell said that when he is advised of the meeting, he will notify this Subcommittee. Ms. Young then asked Mr. McDowell once the Microsoft/School District meeting has occurred, then what happens from there. Mr. McDowell

deferred to council member Justin McVay for an answer, stating that Mr. McVay had negotiations with Microsoft in the past and could perhaps best answer that question.

Mr. McVay asked Mr. McDowell if Microsoft was setting up a meeting with the State or Clark County School Superintendent. Mr. McVay then stated that approval for such a program usually goes through the local school districts since the funding for the program is controlled at the local school district level. Mr. McVay stated it was important to have Mr. Pat Skorkowsky, Superintendent for the Clark County School District, to buy into this since he controls the money for that school district. He continued to say that he had a discussion with the learning division on the cost if it was implemented in every school in the state. The charge would be \$1,584 per campus, totally approximately \$205,000/yr. Mr. McVay said this was basically a 90% discount off their program costs.

Council member Arnold Lopez asked if the Microsoft Academy was also directed towards students who may be taking online learning. Mr. McVay responded by saying if there is an online program that is part of the school district, then the answer would be yes. He said that he did not know what requirements were required for their certification program, which may require in person learning versus online learning.

Council member Dr. Warren Hioki asked how the Chief Information Technology Officer for Clark County School District, Jhone Ebert, could serve as a catalyst and identify the ten high schools that are within Clark County that are going to participate in the academy. He continued by asking if the high schools been identified and what does Ms. Ebert have to do to work with the Clark County School District Superintendent and the State Superintendent to get this going at a more expedient pace. Dan Wray, who was present at today's meeting for Ms. Ebert in her absence, stated he was taking notes to take back to Jhone Ebert. He added that Ms. Ebert had been in contact with the Superintendent and the Curriculum Division with regards to the specifics of the Microsoft Academy and trying to identify some of the schools who would be participating. Mr. Wray stated he would relay to Ms. Ebert the desire of this Council to expedient this initiative, make sure the meeting is on the Superintendent's calendar, and to inform this Subcommittee with the date and time of the meeting. Ms. Young informed Mr. Wray that the Council had scheduled the meeting around Ms. Ebert's schedule so she could attend today's meeting. Mr. Wray stated that he apologized for Ms. Ebert's absence and he would pass this on to Ms. Ebert. Dr. Hioki asked Mr. Wray to ask Ms. Ebert if she had identified the ten high schools and do they include any of the rural schools. Mr. Wray confirmed that he would present Ms. Ebert with this question.

Mr. McVay informed the Council that Sparks High School has implemented the Microsoft IT Academy program and they are the only school in Nevada to do so. He continued by saying it would be a good idea to contact the Principal of Sparks High School to gain some feedback on how the program is working for the students. He went on to say that the Council could also get Best Practices from the discussion and ideas of the challenges. Ms. Young asked Mr. McVay if he could initiate the discussion with the Principal of Sparks High School and present his findings at the next meeting. Mr. McVay agreed that he would.

Ms. Young stated that she would take on the action item of finding out when the meeting is scheduled between the Superintendent of Clark County School District and representatives for the Microsoft IT Academy program, and request for the Subcommittee's participation in the meeting. Mr. Wray stated that he would inform Ms. Ebert of this request and make certain she advises this Subcommittee when the meeting between the school district and Microsoft will be held.

**VIII. Discussion – CODE.ORG Pilot Program.....Missy Young**

Discussion of proposed pilot to establish CODE.ORG after-school programs in multiple CCSD elementary and middle schools to expose students to programming basics. Assignments to be determined.

Ms. Young informed the Subcommittee that she had invited a couple of individuals from the Originate Group that are located in the InNEVation Center. Ms. Young said that to learn coding in elementary school is invaluable. If one teacher from each school could participate in this program, then the teachers could be brought together and be trained on this program. She then said they could go on to teach this program in the Safe Key afterschool program. She continued by saying it was important to get the students excited about technology at an early stage. Council member Linda Montgomery stated that she belonged to the Society for Information Managers and this was a group of CIOs and CTOs in Las Vegas

that meet by invitation only. She continued by saying this group was interested in developing these type of partnerships with the schools and she would share this information with the group. Council member Arnold Lopez added that he would take this action item by finding the mechanism to get the teacher training curriculum together so it could be of used for this program. He said that many times the teachers may have to take Professional Development Education courses to satisfy their own certification requirements for maintaining their licenses. Ms. Young stated she would like to start training the teachers immediately and not wait until summer. She continued by saying the teachers that go through this program and provide this afterschool training are getting paid by the hour and it is a good way for them to make extra money. Mr. Lopez responded by saying he would take this as an initiative and get back to the Council members.

IX. **For Possible Action** – Development of the GWIB Information Technology 2013 Strategic Plan...  
.....Missy Young

- A. Populations to focus on:
  - 1. Youth
  - 2. Entry-level Adult Workers
  - 3. Incumbent Workers

Ms. Young said that this Subcommittee will be working with WorkforceConnections and the One-Stop Career Center. She said that WorkforceConnections has revamped their website and they are the one-stop for all individuals looking for work. This center will help integrate all that this Council is trying to do with entry-level adult workers, as well as incumbent workers and the unemployed. The center will help train or retrain the individuals trying to get back to work in technology occupations. Ms. Young informed the Subcommittee that she would like to see their strategic plan integrated with the One-Stop Career Center in order to reach these demographics. Ms. Young asked Mr. McDowell if a representative from Workforce Connections One-Stop could attend a future Subcommittee meeting and speak briefly on the services they offer, as well as make sure their efforts are aligned with what the GWIB Information Technology Sector Council and this Subcommittee is doing. Mr. McDowell informed Ms. Young that a representative from WorkforceConnections sits as an ex-officio member of the Council and he would ask the individual to present information at a future Subcommittee meeting.

Mr. McDowell then stated he had additional information that he would like to share with the Subcommittee members. Mr. McDowell explained that the Governor’s Workforce Investment Board (GWIB) wants each of the sector councils to identify the top occupations in demand for their industry and the GWIB is relying on this input from each council so they can provide the guidance and direction to the local workforce investment boards for how to spend the allocated 25% WIA funding as specified in Governor Brian Sandoval’s Executive Order 2012-18. He went on to say that with the coding this Subcommittee has been discussing and if that is a key area the Council would like to focus on, then Council members may want to make certain that individuals are being trained in this area. Next, Mr. McDowell informed the Council that they also can identify an occupation that has an immediate need to be filled in their industry and request a short-term pilot project training program from DETR to help fill those needs. The funding source for the pilot programs is separate from the WIA funding. Last, Mr. McDowell requested that the Council finalize their 2013-2014 Strategic Plan. The plan will also be given to the GWIB for their review. He further went on to say that the information is due by December 16, 2013.

Subcommittee member Linda Montgomery added that she is asking the CIOs and CTOs from the Society for Information Managers to provide information to this Council on what their hiring process is and what type of skill sets they deem necessary for the next 14 months and she will bring back this information to this Council for the next meeting. Mr. McDowell responded by saying this is what is needed.

Mr. McVay stressed to the Council it is important to educate the counselors from the Workforce Connections One-Stop that are working directly with the customers of the One-Stop so that the counselors

have a firm grasp as to what the needs are and how individuals may be able to go into a track to meet those needs.

X. **For Possible Action** – New Business and Future Agenda Items .....Missy Young

Ms. Young would like to continue the agenda items of today’s meeting.

XI. **For Possible Action** – Future Meeting Schedule/Next Meeting.....Missy Young

Ms. Young requested that the Subcommittee meet as soon as possible after Thanksgiving and requested that Subcommittee member Jhone Ebert be present. She added by saying she would appreciate if Ms. Ebert could send information before the meeting or as soon as possible in regards to the Microsoft IT Academy. Mr. Wray told Ms. Young that he would relay the information to Ms. Ebert.

XII. **Second Public Comment Session** .....Missy Young

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.

Melissa Scott from Nevada Department of Education, Office of Career and Education, stated in regards to the Microsoft IT Academy that she recently visited Sparks High School, which is in its first year holding the academy. She said that her counterpart in the Clark County School District, Ms. Kim Moody, has had conversations with Sparks and that there is some information available that could be shared with Council. She stated that she had some of the mechanisms of how the program is delivered. Ms. Scott informed the Subcommittee that there will be a national conference in December where she can speak with her counterparts on the initiative to see how they are rolling it out. She would be able to see if it is embedded in a course or a program of study. She informed Ms. Young that both herself and Kim Moody are new members to the GWIB Information Technology Sector Council and she invited this Subcommittee to rely on their expertise so they can assist this Council in navigating in the educational system.

XIII. **Adjournment** .....Missy Young

Ms. Young adjourned the meeting at 10:53 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**  
**STRATEGIC PLAN SUBCOMMITTEE**

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

**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 Tuesday, November 12, 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.