



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  
Wednesday, November 20, 2013  
2:00 p.m.**

*Some members of this Subcommittee may have attended the meeting and other persons may have observed the meeting and provide testimony through a simultaneous videoconference and teleconference conducted at the following locations:*

**Place of Meeting:**

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

**Nevada JobConnect**  
Reno Town Mall Conference Room  
4001 South Virginia Street  
Reno, NV

**Department of Employment, Training & Rehabilitation**  
Large Conference Room  
500 South Third Street  
Carson City, NV

**Council Members Present:** Michael Frechette (Chair), Arnold Lopez III, Nancy Smith, Linsey Niedzielski, Robert Nielsen, Dr. Warren Hioki, Justin McVay, Linda Montgomery, Melissa Scott, Kimberly Moody, Christina Whatley, Michael Walsh, Jhone Ebert.

**Council Members Absent:** Steven Zink, Felicia Nemcek, Missy Young (excused), Michael Thomas.

**Ex-Officio Members Present:** Peter Bacigalupi, Susanna Powers, John Thurman, Gloria Chua.

**Ex-Officio Members Absent:** Derick Jones.

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

**Others Present:** Judy Turgiss (Nevada Workforce Development Center (DETR/CSN)), Jason Mendenhall (Switch).

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

## **AGENDA**

- I. Welcome, Introduction and New Members ..... Michael Frechette, Chair  
GWIB Information Technology Sector Council

The Chair of this Council, Michael Frechette, called the meeting to order at 2:00 p.m., welcomed everyone and thanked them for attending this meeting. He introduced new Council members: Christina Whatley, Michael Thomas and Kimberly Moody. He then asked Ansara Martino to call roll.

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

Ansara Martino called roll and informed the Chair that a quorum was present.

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

Mr. Frechette asked Ansara Martino to verify that the posting of this meeting’s agenda was according to NRS 241.020. Ms. Martino verified that it was.

- IV. **First Public Comment Session** ..... Michael Frechette  
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. Frechette announced the First Public Comment Session; however, no comments were made. Hearing none, Mr. Frechette turned to agenda item IV.

- V. **For Possible Action** – Approval of August 5, 2013 Minutes ..... Michael Frechette

Mr. Frechette asked the Council members if they had an opportunity to review the August 5, 2013 Meeting Minutes. A motion to approve the minutes was made by Justin McVay and seconded by Linda Montgomery. No corrections were noted. All were in favor. None were opposed. The motion carried.

It was noted that Council member Jhone Ebert arrived at this juncture.

- VI. **For Possible Action** – Update on the GWIB Information Technology Sector Council 2013-2014 Strategic Plan .....Missy Young, Chair  
Strategic Planning Subcommittee, GWIB Information Technology Sector Council

Mr. Frechette began this agenda item by inviting this Council’s assigned economist from DETR’s Bureau of Research and Analysis, Susanna Powers, to discuss and present information on current industry in-demand occupations. Ms. Powers greeted the Council, introduced herself and began a PowerPoint presentation giving a brief overview of in-demand occupations in Nevada’s Information Technology industry. Ms. Powers reviewed the in-demand occupations requiring a bachelor’s degree or higher, their average annual openings and wage; the in-demand occupations requiring moderate to long-term on-the-job training, their average annual openings and wages; the high-tech occupations; and, Nevada’s Information Technology employment percentage and how that percentage compares to other states.

To view a copy of Ms. Powers’ presentation, it is available on the following link:  
[S:\detradmin\workforcesolutionsunit\Sector Councils\Information Technology\2013 Information](S:\detradmin\workforcesolutionsunit\Sector_Councils\Information_Technology\2013_Information)

Mr. Frechette thanked Ms. Powers for the information.

In the absence of the Strategic Planning Subcommittee Chair, Missy Young, Subcommittee member Justin McVay offered to update the Council on the status of the Strategic Plan and the activities of the Strategic Planning Subcommittee. Justin McVay also informed the Council that the Subcommittee is seeking feedback from Sparks High School on how the Microsoft IT Academy has been during this first year of implementation. Mr. Frechette asked if perhaps Sparks High School could be invited to make a presentation to the Subcommittee. Mr. McVay said he would seek to invite a representative from the high school to do so. Mr. McVay also informed the Council that the Strategic Plan will cover certifications for displaced and incumbent workers. Council member recommendations for objectives to also be included in the plan were to inventory existing training programs, determine gaps and make recommendations for new training programs. Jhone Ebert apologized to the Council for her absence at the last Strategic Planning Subcommittee meeting and explained she is actively working on the possibility of having a Microsoft IT Academy in ten Clark County School District High Schools.

VII. **Discussion** – Overview of State Board of Education Computer Literacy and Computer Career Education Requirements .....Melissa Scott, Business and Marketing Consultant  
Office of Career, Technical & Adult Education, Nevada Department of Education

Ms. Scott, Education Programs Professional with the Nevada Department of Education, Office of Career, Technical and Adult Education, passed out a handout providing programs and enrollment data as of March 2013 for Nevada’s High School Media Technology Programs, which she explained is the most recent data available to date. This data is being presented to the Council at their request for information on IT related programs in Nevada high schools. Ms. Scott explained that the Career and Technical Education (CTE) program offers thirteen programs in Information and Media Technologies for high schools and the programs cover industry validated state standards focused on occupational skills. The handout also lists the number of schools statewide that offer each program.

Ms. Scott informed the Council that each school districts and local advisory committees consider local workforce and economic development needs when planning program offering and requests for CTE funding. Each school principal considers budget constraints, staff, scheduling, and student interest when selecting elective offerings, such as CTE programs for their schools. The Nevada K-12 Technology Standards are the benchmarks, by grade level, for all students concerning foundational computer skills and it is the responsibility of each district to ensure the standards are implemented. The standards are vetted by industry professionals. All students must receive instruction in computers equaling a minimum of one half credit prior to graduation and districts have the option to teach this course in high school or middle school.

To view a copy of Ms. Scott’s handout, it is available on the following link:  
<S:\detradmin\workforcesolutionsunit\Sector Councils\Information Technology\2013 Information Technology Meetings\IT Full Council Meeting 11-20-13\Melissa Scott CTE Handout 20 Nov 2013 IT Meeting.pdf>

Mr. Frechette pointed out that the total enrollment statewide for the CTE programs shows on the handout as 15,041 and with the total enrollment in the state for secondary students in public high schools estimated at approximately 150,000, the number of students enrolled in CTE was a relatively low percentage. Dr. Warren Hioki commented that comparing the data on Ms. Scott’s handout with the data presented by Susanna Powers earlier in today’s meeting, Dr. Hioki is concerned the ratio of Computing and Networking students compared to Graphic Design and Web Design shows a huge ratio that is completely opposite from information Susanna Power’s data. Dr. Hioki asked if the school district is aware of annual job openings and have the CTE programs aligned with current job openings. The

disparity of job availability for the skills that students will learn from the CTE courses concerns Dr. Hioki. Council members Justin McVay and Robert Neilsen expressed concerned about the number of job openings for IT occupations, and want to be sure they have data for the top five IT occupations with the highest annual openings in Nevada. Based on the discussion, Council members requested that Susanna Powers review the top five in-demand IT occupations for Nevada and provide trending information for the last five years.

Council member Linda Montgomery also volunteered to identify independently the top five in-demand occupations for this Council to consider based on employers job opening announcements. She will present this information at the next Strategic Planning Subcommittee meeting on December 6, 2013.

Mr. McDowell thanked Susanna Powers with DETR’s Bureau of Research and Analysis for the data she provided at today’s meeting. Mr. McDowell informed the Council that Ms. Powers can, with appropriate time, provide additional data they made need. He then told the Council that the in-demand occupational data is important because the GWIB Industry Sector Councils were created by legislation to identify job training and education programs that would best meet regional economic and workforce development goals for the state of Nevada. One of the goals of the sector councils is to map the talent and career pipeline for their industry sector. Governor Brian Sandoval issued Executive Order 2012-18 that directs 25% of 2014 Workforce Investment Act (WIA) funding into the occupations identified as in demand by the sector councils. The 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.

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 those results in a recognized industry certificate or credential. For example, if the industry needs 30 welders based on current employers’ needs, the Council can request this training through a pilot program. As with most pilot programs, it is needed to be small in scale for number of initial participants, but could possibly lead to larger implementation in the future if it is successful and has significant outcomes, or they could recommend that the local workforce investment boards adopt the program. 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. Mr. McDowell reminded the Council that the due date for the three tasks that he discussed (WIA funding recommendations, Pilot Project Proposal(s) and Strategic Plan) is December 16, 2013. Mr. Frechette told the Council that he does not want the Council to sit around and pontificate, he wants to get the funds into training and helping workers obtain the training they need to obtain, keep or increase their employment. He asked that the Strategic Planning Subcommittee finalize their recommendations for the Strategic Plan so the Council can determine the final draft. He wants to make sure all the gaps in the current plan are filled out and that this Council turns in their requested information by the due date.

VIII. **For Possible Action** – Overview of National Science Foundation Mid-Pacific ICT Center (MPICT).....Dr. Warren Hioki, Executive Director  
Technical Programs & High School Partnerships, College of Southern Nevada

Dr. Warren Hioki informed the Council that he is also a member of the National Science Foundation Mid-Pacific ICT Center (MPICT), which is an organization with a similar mission and similar Council. Dr. Hioki explained that MPICT also partners with the Governor’s Office in California and they are doing almost the exact same thing as this Council is doing for Nevada. MPICT coordinates, promotes and improves the quality of ICT education in community colleges in the Mid-Pacific (California, Nevada, Hawaii and the Pacific Territories) and their major goals are to:

- Continue to develop and sustain collaborations among institutions of higher education, K-12 networks, NSF-funded Centers, and other educational initiatives to leverage, expand, improve and enhance the region’s ICT education capacity.
- Deepen and expand collaboration between education and industry/employers to create a diverse ICT workforce that can meet the economic needs of the region.
- Identify regional, national, and global best practices in ICT education and disseminate and encourage implementation of these best practices throughout the region, working towards a harmonization of ICT competencies, skills and education approaches.
- Advocate for the development of core ICT student learning outcomes that serve as a framework for articulate, comprehensive ICT education pathways throughout the region.

Dr. Hioki invite the Council to consider having a representative from MPICT present information to this Council on their initiatives. Dr. Hioki said that this will help best practices to be shared. Robert Nielsen made a motion to have a representative from MPICT present to this Council. Justin McVay seconded the motion. All were in favor. None were opposed. The motion carried. Dr. Hioki told Mr. Frechette that he will coordinate with MPICT to present at a future Council meeting.

**IX. For Possible Action – New Business and Future Agenda Items ..... Michael Frechette**

New business and future agenda items were as follows:

- Dr. Warren Hioki will coordinate the NSF MPICT presentation for a future meeting date.
- The council will have the Strategic Plan, WIA funding recommendations and Pilot Project Proposal(s) as items on their next meeting agenda.
- Linda Montgomery will present information for top in-demand occupations in Nevada’s IT industry and job opening numbers to the Strategic Planning Subcommittee at their next meeting on Friday, December 6, 2013.
- Following their meeting on Friday, December 6, 2013 the Strategic Planning Subcommittee will send Ansara Martino with DETR’s Workforce Solutions Unit a draft of the Strategic Plan, which she will disseminate to the Council for their review prior to the next Council meeting.
- Melissa Scott volunteered to be part of the Strategic Planning Subcommittee.

**X. For Possible Action – Future Meeting Schedule/Next Meeting..... Michael Frechette**

Mr. Frechette reviewed Council members availability. It was decided for the next Council meeting date to be Monday, December 16, 2013 at 9:00 a.m.

**XI. Second Public Comment Session ..... Michael Frechette**

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.

When Mr. Frechette announced the Second Public Comment Session, no members of the public stepped forward with comment.

Council member John Thurman asked if there was a specified definition this Council should use for “in-demand occupations”? Melissa Scott informed the Council that there is a Federal definition. Mr. McDowell also responded to Mr. Thurman’s question by stating that there is a definition that was used when the Brookings Report Study was completed and which identified the industries that Nevada should focus on for economic diversity. Mr. McDowell informed the Council that he would look up that definition and forward it to them.

Council member Jhone Ebert congratulated member Justin McVay on a recent article she saw about him and the UNLV Business Startup Center Opening Ceremony that will be held. Mr. McVay thanked Ms. Ebert and informed the Council that the Opening Ceremony will be on Friday, November 21, 2013 at

4:00 p.m. He invited Council members to attend. Ms. Ebert also mentioned that it was Comp Sci Education Week, which is an annual program dedicated to inspiring K-12 students to take interest in computer science, and the role that Code.Org, a program this Council's Strategic Planning Subcommittee has been discussing, is taking with Comp Sci Education Week.

XII. Adjournment ..... Michael Frechette

After the Chair closed the Second Public Comment Session, he adjourned the meeting at 3:25 p.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**

Michael Frechette (Chair), Arnold Lopez, Jhone Ebert, Nancy Smith, Lindsey Niedzielski, Robert Nielsen, Steven Zunk, Dr. Warren Hioki, Justin McVay, Felicia Nemcek, Linda Montgomery, Missy Young, Morgan Bunker, Melissa Scott, Morgan Bunker, Melissa Scott, Kimberly Moody

**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 19, 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](http://www.nvdetr.org). In addition, the agenda was mailed or e-mailed to groups and individuals as requested.