



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)
Logistics and Operations Sector Council
Tuesday, November 12, 2013
2:30 p.m.

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 locations or by calling the number listed below:

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

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

Department of Employment, Training & Rehabilitation
500 East Third Street, 1st Floor Auditorium
Carson City, NV

1-877-810-9415

Council Members Present: Brad Woodring, Travis Brady, Scott McKenzie, Dr. Alan Schlottmann, Dr. Michael Spangler, Bramby Tollen, Perry Ursem, James Nelson.

Council Members Absent: Dave Ipson, John Appert, Daniel Allen, Dennis Obregon, Hannah Brown, Hollie Delaney, Dr. Marcus Johnson, J. Michael Hoeck.

Ex-officio Members Present: Tessa Rognier, Jeannie Kuennen, Marilou Parayno, Janiese Clyne, Steve Settembre.

Ex-officio Members Absent: Janice John (excused).

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

Others Present: Judy Turgiss (DETR/CSN), Chris Zunis (LVGEA).

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

- I. Welcome, Introductions and New Members..... Brad Woodring, Chair
GWIB Logistics and Operations Sector Council

The Chair of this Council, Brad Woodring, welcomed everyone and informed the Council that De Salazar, Program Specialist with DETR’s Workforce Solutions Unit, would be standing in for Derita Hopkins. Mr. Woodring then asked for roll to be called.

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

Ms. Salazar called roll and informed the Chair that there was not a quorum.

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

Mr. Woodring asked Ms. Salazar to verify that the agenda for this meeting was posted according to NRS 241.020. Ms. Salazar verified that it was.

- IV. **First Public Comment Session** Brad Woodring
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. Woodring announced the First Public Comment Session. Initially no comments were made, but then Council member Scott McKenzie shared with the members that DETR’s Division of Vocational Rehabilitation and the Kessler Foundation had started a program in training individuals with disabilities. He went on to say that it was an eight week course, which started last week and the individuals will be trained to work in a logistics distribution center, as well as having the option to train in a retail store. He said that as far as he is aware this is the first for-profit company that has had any type of ongoing formalized training program and certificates of completion will be issued at the end of the course. Meanwhile, the job skills that are acquired by the trainees during the training will be evaluated. He further added that a few of the graduates would be hired by Office Max. He said that he is hoping there will be other businesses who are interested in this program.

A Council member asked the question as to what type of occupational skills or job qualifications would the training entail.

Mr. McKenzie responded by saying they are general warehouse workers and the type of skills they are learning are how to use a RF gun, how to move a pallet jack and other occupational skills. He said that for retail, the skills are for Point of Sales or any other store type duties.

The Chair asked if there were any other questions for Mr. McKenzie. There were none. He then thanked Mr. McKenzie and verified that there were no other comments. Hearing none, he closed the First Public Comment Session and turned to agenda item V.

- V. **For Possible Action** – Approval of September 24, 2013 Minutes..... Brad Woodring

This item was tabled due to a lack of a quorum at today’s meeting.

- VI. **For Possible Action** – Identify Possible GWIB Logistics and Operations Sector Council’s Subcommittees..... Brad Woodring

Mr. Woodring referred to Objective 1 of this Council’s 2013-2014 Strategic Plan and stated that maintaining open communication with the Governor’s Office of Economic (GOED) was very important. He went on to say that GOED should be provided information regarding the skill sets that have been or in the process of being determined by this Council. Mr. Woodring stated that he would like to establish a Communication Subcommittee and he asked Council member Perry Ursem if he would be the lead for that Subcommittee. Mr. Ursem agreed. Mr. Woodring asked Mr. Ursem to identify a few Council members suitable for this Subcommittee and to do so by the first week of December 2013.

Next, Mr. Woodring referred to Objective 2 of this Council’s 2013-2014 Strategic Plan and stated that he would like to utilize the Pilot Program for this objective. He informed the Council that he will be asking Mr. Appert to continue working on Objective 2 and he would be speaking with Mr. Appert regarding the matter.

For Objective 3 (map the talent pipeline for the sector and identify where the talent needed will come from now, in the near-term & the future) and Objective 4 (analyze and apply workforce intelligence to recommend sector wide strategies to improve the talent pipeline), Mr. Woodring stated he would like Mr. Ursem and the Communications Subcommittee to include Objective 4 in their work.

He pointed out Objectives 5 through 8 in the Strategic Plan and stated the items would be addressed at a later date. He said that he wanted to initially concentrate on the survey that this Council has already discussed and on the pilot project for Objective 2.

He asked if there were any questions or comments. Hearing none, Mr. Woodring turned to agenda item VII.

VII. **For Possible Action** – 2013 GWIB Logistics Sector Council Strategic Plan Update
.....John Appert, Chair
GWIB Logistics & Operations Sector Council Strategic Plan Subcommittee

Mr. Woodring stated he would be arranging a time to speak with Mr. Appert regarding updates to the 2013 Strategic Plan and tabled until the next meeting.

VIII. **For Possible Action** – New Business and Future Agenda Items Brad Woodring

Mr. Woodring asked if there were any new business or future agenda items that should be established on next month’s meeting agenda.

Mr. Earl McDowell, Deputy Administrator for DETR’s Workforce Solutions Unit, stated he had a few items that he would like to share with the Council 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. 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 that would help fill those needs. For example, if the industry needs 20 welders based on current employers’ needs, the Council can request this training through a pilot 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. He further went on to say that the information is due by December 16, 2013. Mr. McDowell also told the Council that Tessa Rognier, the assigned economist to this Council from DETR’s Bureau of Research and Analysis, will provide the Council with updated data on in-demand occupations for the logistics and operations industry. It is anticipated that this data will be available for the Council by their next meeting date.

IX. **For Possible Action** – Future Meeting Schedule/Next Meeting..... Brad Woodring

Mr. Woodring requested that this Council’s next meeting date be scheduled for December 10, 2013 at 2:30pm. Ms. Salazar responded by stating she would check the availability for the meeting rooms and follow-up with Mr. Woodring. Council members will be sent the meeting date and the agenda will be publically posted.

X. **Second Public Comment Session** Brad Woodring

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.

Mr. Woodring opened the Second Public Comment Session and asked if there was any public comment.

Dr. Michael Spangler stated he wanted to make the Council aware of a new enterprise that the College of Southern Nevada (CSN) has started. He said that CSN is initiating a Bachelor of Applied Science Program that will include networking. Dr. Spangler said, for example, data and the network systems are the lifeblood of the logistics industry. Dr. Spangler also noted that industry partners have informed CSN that there is no place in the state of Nevada to obtain an advanced logistics degree, but there is a Bachelor’s degree for network professionals. Dr. Spangler informed the Council that if an individual highly interested in IT wanted to get an advanced degree, oftentimes they leave the state. He told the Council that the GWIB Manufacturing Sector Council is supporting his proposal for the Bachelor of Applied Science in Engineering Technology degree at CSN and he added that there is a spin off component of the degree in the area in networking. Dr. Spangler closed his comment by stating that it can support the logistics and operations sector if there are better quality baccalaureate graduates and this proposal will be going up to the Regents of the Nevada System of Higher Education by March of 2014.

Mr. Woodring asked if there were any other comments. Hearing none, he closed the Second Public Comment Session and turned to agenda item XI.

XI. **Adjournment** Brad Woodring

Mr. Woodring adjourned the meeting at 3:20 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
LOGISTICS AND OPERATIONS SECTOR COUNCIL

Daniel Allen, John Appert, Travis Brady, Hannah Brown, Hollie Delaney, J. Michael Hoeck, Dave Ipson, Dr. Marcus Johnson, Scott McKenzie, James Nelson, Dennis Obregon, Dr. Alan Schlottmann, Dr. Michael Spangler, Bramby Tollen, Perry Ursem and Brad Woodring

***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 Friday, November 8, 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.