



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, December 3, 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:**

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

**Department of Employment, Training & Rehabilitation**  
500 East Third Street, 1<sup>st</sup> Floor Auditorium  
Carson City, NV

**1-877-810-9415**

**Council Members Present:** Brad Woodring, John Appert, Scott McKenzie, Dr. Alan Schlottmann, Dennis Obregon, Dr. Marcus Johnson, J. Michael Hoeck, Nancy McCormick.

**Council Members Absent:** Travis Brady, Dave Ipson, Daniel Allen, Dr. Michael Spangler (excused), Bramby Tollen, Perry Ursem, Hannah Brown, Hollie Delaney, James Nelson, Eric Leufroy (excused).

**Ex-Officio Members Present:** Tessa Rognier, Marilou Parayno, Janice John, Kirstie Ruvalcaba, Steve Settembre.

**Ex-Officio Members Absent:** Jeannie Kuennen (excused).

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

**Others Present:** Norman Kunselman (UNLV, Division of Continuing Education), Judy Turgiss (NV Workforce Development Center (DETR/CSN)), Chris Zunis (Las Vegas Global Economic Alliance).

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

The Chair of this Council, Brad Woodring, called the meeting to order at 2:30 p.m. He welcomed everyone, thanked them for attending this meeting, and introduced a new member, Nancy McCormick with EDAWN. Brad Woodring 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 & Rehabilitation (DETR)

Ansara Martino called roll and informed Mr. Woodring that a quorum was not present.

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

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

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.

When Mr. Woodring announced the First Public Comment Session, no comments were made. Hearing none, Mr. Woodring turned to agenda item V.

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

Mr. Woodring announced that due to a lack of quorum, the approval of the September 24, 2013 meeting minutes will be tabled for the next meeting.

VI. **For Possible Action** – Approval of November 12, 2013 Minutes ..... Brad Woodring

Mr. Woodring announced that due to a lack of quorum, the approval of the November 12, 2013 meeting minutes will be tabled for the next meeting.

VII. **For Possible Action** – Overview of the Logistics and Operations Sector In-Demand Occupations  
..... Tessa Rognier, Economist  
Bureau of Research and Analysis, DETR

The Chair, Mr. Woodring introduced Tessa Rognier, Economist with DETR’s Bureau of Research and Analysis. Ms. Rognier referred to a PowerPoint presentation and explained to the Council members that she would be giving an overview of the Logistics and Operations Sector in-demand occupations.

Ms. Rognier stated that the logistics and operations industry encompasses 5.5% total employment in Nevada. She mentioned that several states surrounding Nevada are doing a better job in this industry compared to Nevada. Currently, Nevada has the largest job growth in logistics general warehousing and storage, which grew by 133% between the years 2002-2012, and she added that this is a good sign. The number two is wholesale trade agents and brokers, which grew about 47% over 2002-2012. In addition,

specialized freight trucking, with the exception of used goods, grew by 107%, which she said shows they are more than doubling their employment levels. She continued by saying that she took three lists: the U.S. projections compiled by BLS, the Nevada projections that are completed in-house, and the proprietary house software Economic Modeling Specialty Inc. The top 20 gross occupations were pulled from all three lists and were cross referenced. Twelve occupations came up on all three lists; three occupations came up on three lists; and nineteen occupations on one list. Ms. Rognier presented the Council members with eight occupation possibilities for the Pilot Program. She ended her presentation by asking the Council members if they had any questions.

A Council member mentioned that there should be a different job title code for the shipping, receiving handling position due to their uniqueness for performing the tasks. There is a higher level of skills needed for shipping and handling compared to pickers and packers. Ms. Rognier asked the Council members if they would like to comment. Council member John Appert stated he hired 200 people in the last week to do this type of work. He added the short term training type positions may also be company specific.

The Chair, Brad Woodring, asked the Council members if there were any other comments regarding Ms. Rognier's recommendation for the top in-demand jobs. He said that her presentation was to help the Council members narrow down the top in-demand jobs for this Council's suggested Pilot Program. He continued by identifying freight, stock and material handlers being on the top three in-demand occupations. Then he asked Mr. Appert and the other Council members if they were in agreement. Mr. Appert replied by saying that in his experience there were many qualified people, but the biggest qualification is going to work on time and not having attendance issues. He added his company is fairly automated, but the initial training is completed at the work location and it takes approximately four hours before they are ready to start their new job.

A Council member asked what was the labor pool in Nevada for the occupations mentioned, and if the supply matched up with the demand. John Parel from Nevada JobConnect replied and said per JobConnect's database they are able to narrow down who would be a good fit for the occupations mentioned. The people in the database are individuals who are actively seeking work. He stated that the job descriptions may vary depending on the company.

Mr. Woodring said that based on the great information from Ms. Rognier the Council could move forward on the Pilot Program creation. The Chair enlisted Kirstie Ruvalcaba, Nancy McCormick, and John Appert to put together the information needed for the Pilot Project Proposal. Then he asked the Council members for any additional recommendations for the Pilot Project. Council member Scott McKenzie spoke and said his suggestion would be add the occupations of forklift mechanic, inventory control specialist, truck drivers and IT staff.

Mr. Woodring stated he wanted to put a Pilot Program together to satisfy employers' hiring needs for the occupation. Mr. McDowell, Deputy Administrator for DETR's Workforce Solutions Unit (WSU) explained to the Chair and the Council members that there were two types of funding, 1) short term pilot program funding, and 2) Workforce Investment Act (WIA) funding and that the short term pilot program funding is completely separate from the WIA funding.

Mr. Woodring requested that Mr. McDowell and himself speak on how the process is going in regards to the Survey Monkey. The Chair would like the survey to be sent to the businesses in the logistics industry as soon as possible. Mr. McDowell agreed.

**VIII. For Possible Action** – The Talent and Career Pipeline ..... Brad Woodring

The Chair referred to the Strategic Plan and he added that the Council could not move forward without the results of the survey. This item was tabled for a future agenda item after the survey results are completed.

IX. **For Possible Action** – Pilot Program..... Brad Woodring

Mr. Woodring formed a Pilot Program Subcommittee and the members of this Subcommittee include the following Council members: Scott McKenzie, John Appert, Nancy McCormick and Kirstie Ruvalcaba.

X. **For Possible Action** – 2013 GWIB Logistics Sector Council Strategic Plan and Subcommittees Overview.....John Appert, Chair  
GWIB Logistics & Operations Sector Council Strategic Plan Subcommittee

Mr. Woodring stated that Council member Perry Ursem was not available to attend today’s meeting, but is working on the items requested of him, as well as Council member Dr. Schlottmann.

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

Mr. Woodring requested that the Pilot Project Subcommittee meet during the first part of January 2014.

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

Mr. Woodring announced that the next meeting is February 4, 2014 at 2:30 p.m. Council members will be sent a meeting invitation and the public will be notified through posting of the agenda as required by Nevada Open Meeting Law.

XIII. **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 announced the Second Public Comment. Council member Nancy McCormick made a suggestion to rotate the Council members for the Council meetings or to hold the GWIB Logistics and Operations Council meetings quarterly. She said that maybe more Council members would be able to attend the meetings then. Mr. Woodring stated he would like to keep the meetings every other month and that there needs to be more of a commitment from current and future Council members. He continued by saying he took Ms. McCormick’s suggestion seriously, but would like to keep the meetings scheduled bi-monthly. He encouraged the Council members to nominate other business professionals in industry to join the Sector council.

XIV. Adjournment ..... Brad Woodring

Mr. Woodring adjourned the meeting at 3:30 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**

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

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, December 2, 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.