



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)

Manufacturing Sector Council

Monday, May 6, 2013

10:00 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

Nevada Job Connect

Reno Town Mall
4001 South Virginia Street
Reno, NV

1-877-810-9415

Access Code 7521358#

Council Members Present: Ray Bacon, Jonathan Begley, Gary Blosl, Commissioner Representative Denise Castle, Frederick Cook, Ryan Costella, Cornelius Eason, Leo Gobbo, Commissioner Vida Keller, Dr. David Ching Lee, Dr. Carol Lucey, Pedro Martinez, David McElwain, Elizabeth Muse, Councilwoman Gerri Schroder, Joe Miller for Dr. Michael Spangler, Perry Ursem.

Council Members Absent: Crystal Abba, Randy Canale, Terry Culp (Excused), Anup Kolatkat, Raph Kuprewicz, Jim New, Fredrick Stater (Excused).

Ex-officio Members Present: Leandra Copeland (DETR), LeVerne Kelley (Workforce Connections), Beth Wicks (Nevadaworks).

Ex-officio Members Absent: None.

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

Others Present: De Salazar (NJC), Jody Bernal (Clearwater Paper), Randy Burk (Quality Corrections & Inspections), Samantha Hill-Cruz (DETR), David Sieger (Western Nevada College), Lila Smith (AG Staffing), Byron Scott, Sarah Summers (GOED), Amy Wittler (EDAWN).

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

- I. Welcome, Introductions and New Members.....Ryan Costella, Chair
GWIB Manufacturing Sector Council

The Chair of this Council, Ryan Costella, called the meeting to order at 10:00 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, Department of Employment, Training and Rehabilitation (DETR)

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

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

Ryan Costella 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**Ryan Costella
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 Ryan Costella announced the first public comment session and invited members of the public to speak. Hearing no comment, he then turned to Agenda Item V.

- V. **For Possible Action** – Approval of the April 1, 2013 Meeting MinutesRyan Costella

Ryan Costella asked for approval of the April 1, 2013 Meeting Minutes. The motion was made by Commissioner Representative Denise Castle and seconded by Ray Bacon. The motion carried unanimously.

- VI. **Discussion** - SB 305 Legislative Bill Update.....Ray Bacon, Vice-Chair
GWIB Manufacturing Sector Council

Ryan Costella introduced Ray Bacon, Vice-Chair of the GWIB Manufacturing Sector Council, and asked him to provide the Council with an update for Senate Bill 305 (SB305). Ray Bacon informed the Council that the Senate passed SB305 and a hearing with the General Assembly for this bill is scheduled for Wednesday, May 8, 2013. He then summarized the purpose of SB305, stating that it gives students some idea of what to expect for how certification credit will work and this will be important as they set their career goals. He then mentioned that long-term certifications on manufacturing career paths would be more geared towards setting up training academies in a more structural way. He then emphasized that the designated career-path courses were implemented to provide a roadmap. Pedro Martinez (Superintendent of Washoe County School District) commented that it would be the right way to go in terms of connecting high schools, community colleges and universities into career pathways. Ray Bacon mentioned that SB305 will force businesses and unions to decide what courses are needed. He then mentioned that their goal is to create a roadmap for students to have a career pathway.

- VII. **Presentation** – Manufacturing Industry Sector Update Perry Ursem, Industry Specialist
Nevada Governor’s Office of Economic Development (GOED)

Perry Ursem provided a brief manufacturing industry update. He informed the Council that Nevada is working with many California manufacturers that have or are developing Southern Nevada operations and these companies have a lot of positions that the Nevadan workforce may be able to fill. He mentioned that GOED is conducting some inquiries to determine founders, processes and service providers for the California project. He estimated a 6-12 month completion date. Next, Mr. Ursem informed the Council that GOED's Global Division recently traveled to China and South Korea to explore business opportunities overseas that would potentially relocate to Northern and Southern Nevada. Mr. Ursem said these manufacturers represent diverse aspects of the manufacturing industry. For example, some companies are looking to import components into the State for manufacturing, assemble those parts, and then export them back to China. He stated that most overseas ventures are looking to develop manufacturing in the United States to support their own business. He mentioned that there will be ongoing opportunities for foreign companies to have a presence in the State of Nevada.

Cornelius Eason asked whether or not GOED meets with the procurement staff at major gaming properties to look at their offshore supply chain resources and questioned whether they support sourcing them locally. Frederick Cook introduced himself and addressed Cornelius Eason questions. He stated that it is a global supply chain economy and most gaming properties will look worldwide in order to receive the best product value.

VIII. For Possible Action – Consideration of Credentials offered by the National Institute of Metalworking Skills (NIMS) and the American Welding Society (AWS).....Ryan Costella

Ryan Costella reminded the Council of the value and importance for the GWIB Manufacturing Sector Council to identify industry recognized credentials, to articulate those needs, to promote programs and grants for the K-12 and higher education level, and that he would then present these recommendations to the GWIB for their consideration.

Next, he reviewed the list of credentials offered by National Institute of Metalworking Skills (NIMS). He said that the certifications approved by NIMS will have great industry value and support the sustainability of those programs in Nevada. He emphasized that there is a great need for individuals with machine operating skills to move up to a higher level. He informed the Council that NIMS offers about 54 credentials.

Council members agreed to focus first on entry level positions in order to address the employers' immediate needs and then look at midway and advanced level positions. He stated to the Council the broad prospective is that as machinery changes to become more automated, less people will be required, but the job requiring human operators will not disappear. He asked the Council to consider whether an individual that has experience, but not an industry certification, would the person be able to pass a test for their occupation? David Steiger, Director of Economic Development at Western Nevada College, answered back that, yes; however, he stated, you would need a council of industry members to certify the need.

The Council discussed the NIMS credentials for entry-level manufacturing positions and approved the following:

Machining Level I – Designed to meet entry-level requirements for on-the-job skills

- Measurement, Materials & Safety
- Job Planning, Benchwork & Layout
- Manual Milling Skills I
- Turning Operations: Turning Between Centers
- Turning Operations: Turning Chucking Skills
- Grinding Skills I
- Drill Press Skills I

- CNC Turning: Programming Setup & Operations
- CNC Milling: Programming Setup & Operations
- CNC Turning: Operations
- CNC Milling: Operations

Milling Level II – Designed to meet journey-level requirements for on-the-job skills

- Manual Milling Skills II
- Turning II (manual)
- Drill Press Skills II
- Grinding Skills II
- CNC Milling Skills II
- CNC Turning Skills II
- EDM – Wire
- EDM – Plunge

To view additional Manufacturing Skills Standards, click on the following link:

[Approved NIMS Credentials 5-8-13.msg](#)

Ryan Costella asked for a motion to adopt the approved manufacturing entry level credentials for machine operators and to communicate this approval and the approved credentials to the Governor’s Investment Workforce Board (GWIB) at the GWIB’s next scheduled meeting. A motioned was made by Pedro Martinez and seconded by Ray Bacon. The motion carried unanimously.

Pedro Martinez recommended the Council come up with a method to interface with Employers to communicate their current needs, work opportunities and then market certification needs to the K-12 programs. Dr. Carol Lucey informed the Council that there are tech prep counselors at both community colleges (which colleges?) that are currently working with high school students and recommended for the Council make use of their services within the manufacturing industry. Sarah Summers (GOED) volunteered to work with DETR Director Frank Woodbeck to implement a process that would benefit industries across the state for all sector councils. Amy Wittler, Retention, Expansion and Workforce Associate for EDawn, volunteered to gather requested information and data on identifying the workforce needs and current certification programs.

Ryan Costella tabled the American Welding Society discussion for the next scheduled meeting.

To view a copy of the Skills Certification System Partners handout, can be viewed at the following link:

[120109 Skills Certification System Partners 4-22-13.pdf](#)

IX. **For Possible Action** – Development of 2013 Strategic Plan for the GWIB Manufacturing Sector Council.....Ryan Costella/Fred Cook

- A special “thank you” to Frederick Cook, for his leadership in working to develop a 2013 Strategic Plan for the GWIB Manufacturing Sector Council.

Ryan Costella presented a special thank you to Frederick Cook for his support and efforts developing the “Draft Operational Strategy Statement” for the GWIB Manufacturing Sector Council. Mr. Costella asked Mr. Cook to provide a brief overview to the Council of his proposed working groups. Mr. Cook noted to the Council that he wanted to provide a strategic plan roadmap for the Governor’s Workforce Investment Board to review. Listed below are the proposed initial working groups:

- Early Childhood Development
- K-12 Education
- Post-Secondary Education
- Adult Workforce Development

- Certifications
- Workforce Readiness
- Unemployed/Under Skilled
- Talent Demand
- Development of Metrics

Ryan thanked Fredrick Cook for his outstanding leadership in drafting the Operational Strategy Statement for the 2013 GWIB Manufacturing Strategic Plan. He then reminded everyone that there is a GWIB Industry Sector Council Summit scheduled for July 17, 2013. Pedro Martinez suggested that this Council's strategic plan goals should be focused around the workforce needs of the graduates of universities, community colleges, certificates level and list the advanced math requirements needs. He suggested that the Council should provide a list of standards out of the higher education level, map them to the workforce needs and focus on retention of graduates in Nevada.

Listed below are the suggestions, recommendations, requests and comments made:

- It was recommended that the 2013 Strategic Plan includes a development of a roadmap that will provide college students and K-12 grade students with a list of standards and required education needs to acquire work opportunities within the Manufacturing Sector Industry.
- Earl McDowell, Deputy Administrator of DETR Workforce Solutions Unit, informed the Council that a GWIB Industry Sector Councils website has been developed to assist each Industry Sector Council.
- Commissioner Representative Denise Castle informed the Council that Carson City just launched an initiative to help bridge the gap with the local Employers and the K-12 grade students. She will look at pushing this initiative forward.
- Ryan Costella recommended using the draft Strategy Statement as a layout and action item for the upcoming GWIB Industry Sector Council Summit that is scheduled in July 17, 2013.
- It was recommended to endorse the draft operation strategy statement and for council members to volunteer with completing the outlined proposed working groups task assignments.
- Pedro Martinez volunteered to work on the K-12 Education working group.
- Ryan Costella volunteered to assist with the Certificate and Credentials working group.
- Commissioner Representative Denise Castle volunteered to work on the Adult Workforce Development, Unemployed/Under Skilled and Talent Demand working groups.
- Frederick Cook volunteered to assist with the Talent Demand and five years forecast.
- Leandra Copeland informed the council that she helps with the development occupational forecast by industry and would like to offer her assistance to the Talent Demand working group.

Ryan Costella asked for a motion to approve the Strategic Plan Operational Strategy Statement as an official working plan document. A motion was made by Ray Bacon and seconded by Pedro Martinez. All were in favor, none were opposed. The motion carried.

To view a copy of the "Draft Operational Strategy Statement" handout, it can be viewed here: [Draft Operational Strategy Statement 4-22-13.pdf](#)

X. **Discussion** – Youth Update Odalys Carmona, ESD Specialist III
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Odalys Carmona introduced herself to the Council and provided below list of Youth Program activities:

- The Governor's Workforce Investment Board Youth Council Strategic Plan was approved on March 21, 2013.
- Dr. Bobbie McMasters (GWIB Aerospace and Defense Sector Council Member) and Odalys Carmona are planning a one day STEM Youth Conference geared towards middle school students. The conference will include four workshops to make sure students understand the

importance of math, reading and writing. She informed the council that the purpose of the STEM Youth Conference is to provide awareness and education to youth about their educational choices in areas arising from Science, Technology, Engineering and Math careers.

- Educational outreach materials have been created for students and parents with the support of the University of San Bernardino Seven Minutes STEM Vignettes.
- Planning to have a five day STEM conference hosted by Rancho High School geared toward students and parents to inform them about awareness of the STEM careers and Rancho High School STEM programs.
- CSN is interested in adopting the same STEM programs to assist three middle schools on target at their “Gear Up” youth program.
- UNLV is planning to set up a leadership and work readiness camp for the 8th and 9th grade students.
- The Youth Program is looking at having a digital coloring book to target the work for elementary school level K-3rd grade students. The coloring books will bring about awareness of the STEM programs and careers.
- Nevada State College is interested in having a Youth Program for the Henderson area.
- There will be a Science Rock Camp with small projects for K-3 and Science Rock Camp for 5th grade students to introduce them to robotics. The camp will provide awareness to all students regardless of their reading, math and writing skill level.
- The Youth Council would like to have a Traveling Career Fair for the GWIB Industry Sector Councils to assist with the career pathway initiatives. Derita Hopkins, Administrative Assistant II for DETR Workforce Solutions Unit, will forward electronic copies of handouts to council members.
- Youth Programs and STEM Programs are being communicated to the youth with the assistance of Dr. Stan Hall at CTE Clark County School District and Mary Pipe, STEM representative, by word of mouth and meeting with different school principals. They would like to focus more on the high risk elementary students, and also middle school students and reach out to the ten high risks school in Las Vegas, and providing the materials and youth program initiative for Northern Nevada to use for their students.

To view copies of the Science Technology Engineering Math (STEM) Youth Handouts, they can be viewed here: [Youth Program Handouts 5-8-13.pdf](#)

XI. For Possible Action – New Business and Future Agenda ItemsRyan Costella

Ryan Costella invited the Council to provide any new business relative to the manufacturing industry and make suggestions for future agenda items to be discussed at next scheduled meeting. Dr. David Ching Lee recommended adding some funding elements to the Strategic Plan to implement program activities. Ryan Costella agreed to add potential funding for program initiatives to the Strategic Plan and make sure the Council is in compliance with the Nevada Revised Statutes. The 2013 GWIB Manufacturing Strategic Plan Operational Strategy Layout will also be on a future meeting agenda.

XII. Discussion – Next scheduled meeting will be held on Monday, June 3, 2013 at 10:00 am.....
.....Ryan Costella

The next GWIB Manufacturing Sector Council Meeting is scheduled for Monday, June 3, 2013 at 10:00 a.m. Meeting reminders will be sent to Council members and the agenda will be publically posted.

XIII. Second Public Comment SessionRyan Costella

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.

The Chair announced the second public comment session. Ray Bacon commented on the 60 Minutes news documentary about the Robinson Foundation and suggested fellow council members view this informative clip about available funding. Earl McDowell invited and introduced Mae Worthey, DETR Public Information Officer, to comment. Ms. Worthey introduced herself and informed the Council that she will be looking at future marketing opportunities and communication of different areas relative to each GWIB Industry Sector Councils. Ms. Worthey offered this Council her expertise with any ideas they may have and to address any questions they may have.

No additional comments were made.

XIV. AdjournmentRyan Costella

After the Chair closed the second public comment session, the meeting was adjourned at 11:27 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
MANUFACTURING SECTOR COUNCIL

Crystal Abba, Ray Bacon, Jonathan Begley, Gary Blossl, Randy Canale, Commissioner Representative Denise Castle, Frederick Cook, Ryan Costella, Terry Culp, Dasya Duckworth, Cornelius Eason, Leo Gobbo, Commissioner Vida Keller, Anup Kolatkat, Ralph Kuprewicz, Dr. David Ching Lee, Dr. Carol Lucey, Pedro Martinez, David McElwain, Elizabeth Muse, Jim New, Councilwoman Gerri Schroder, Dr. Michael Spangler, Fredrick Stater, and Perry Ursem.

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, May 3, 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.