



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, December 2, 2013 10:00 a.m.

Some members of the Council may be attending the meeting and other persons may observe the meeting and provide testimony through a simultaneous videoconference and teleconference conducted at the following locations list below or by calling a teleconference number:

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

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

Council Members Present: Ryan Costella, Ryan Bacon, Mike Skaggs, Councilwoman Gerri Schroder, David McElwain, Terry Culp, Commissioner Representative Denise Castle, Jim New, Dr. David Ching Lee, Cornelius Eason, Gary Blosl, Dr. Michael Spangler, Anup Kolatkar, Dr. Haris Dumanidis, Dasya Duckworth.

Council Members Absent: Ralph Kuprewicz, Fredrick Stater, Leo Gobbo, Commissioner Vida Keller, Jonathan Begley, Dana Ryan, Randy Canale (excused), Crystal Abba, Elizabeth Muse, David Steiger (excused), Terry McGinnis, Craig Laub, Brad Woodring.

Ex-Officio Members Present: Leandra Copeland, LeVerne Kelley, Beth Wicks, Ken Pierson, Kirstie Ruvalcaba, Patricia Baker.

Ex-Officio Members Absent: Lyle Smith.

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

Others Present: Jody Bernal (Clearwater Paper Corporation).

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

AGENDA

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

Ryan Costella, the Chair of this Council, called the meeting to order at 10:00 a.m. He welcomed everyone to the meeting and asked for roll to be called.

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 from DETR’s Workforce Solutions Unit called roll and informed Mr. Costella that a quorum was present.

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

Mr. Costella asked Ms. Martino verify that the agenda for this meeting was posted according to NRS 241.020. Ms. Martino confirmed that it was. Mr. Costella then turned to agenda item IV.

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.

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

V. **For Possible Action** – Approval of November 4, 2013 Meeting Minutes.....Ryan Costella

Mr. Costella asked the Council members if they had an opportunity to review the November 4, 2013 Meeting Minutes. A motion to approve the minutes was made by Ray Bacon and it was seconded by Denise Castle. No corrections were noted. All were in favor. None were opposed. The motion carried.

VI. **For Possible Action** – Overview of the Manufacturing Sector In-Demand Occupations.....Leannandra Copeland, Supervising Economist
Bureau of Research and Analysis, DETR

Mr. Costella introduced Leannandra Copeland, Supervising Economist in DETR’s Bureau of Research and Analysis. Ms. Copeland began her presentation by stating that she pulled the sector data from the Occupational Employment Statistics (OES) Survey, which is a semi-annual survey that estimates employment and wages for 800 occupations. She explained that this survey is produced for the nation as a whole by state, metropolitan area and by industries. She went on to say it is a Federal Program between the Bureau of Labor Statistics (BLS) and State Workforce agencies, such as DETR’s Bureau of Research and Analysis. She informed Council members that every year her agency surveys approximately 3,400 companies in the state of Nevada and in the survey the companies are asked to list all the occupations they employ and the wages for the occupation. The end product is a great resource for occupational information by industry.

Next, Ms. Copeland referred to a slide showing the top occupations in Nevada’s manufacturing industry, which were identified as team assemblers, first-line supervisors of production, general and operations

managers, and several others that were mentioned. She told Council members that by this list it can be determined what occupations are growing faster than others. The report listed the follow top in-demand occupations for 2013-2014: team assemblers, first-line supervisors of production, general and operations managers, and industrial machinery mechanics. Ms. Copeland added she gathered information on this occupation and found that over 30% have some college education and are paid a higher median wage in Nevada. Ms. Copeland then opened the floor to any questions.

Mr. Costella thanked Ms. Copeland for her presentation and informed the Council that upon review of the data, he felt the list could be narrowed down and the data confirms that there is a decent amount of jobs for 2014.

Ms. Copeland’s presentation and data are available via the following links:

- [Occupational Report Industrial Mechanics.docx](#)
- [Top Occupations in NV Manufacturing1.pptx](#)

VII. For Possible Action – The Talent and Career PipelineRyan Costella

Mr. Costella informed the Council members that they should have received an illustrated handout entitled, “Education, Certification and Career Pathways.” Mr. Costella said that this handout illustrates what the workforce talent pipeline might look like over time. He continued by saying this is what this Council has considered thus far, and how it aligns towards a career path. Next, he added he would like to use this as a foundation as to what this Council will be communicating to the Governor’s Workforce Investment Board for the Council’s year-end report. He continued by saying training as identified on the handout result in credentials that will help guide workers on their industry career and educational pathways. Mr. Costella then opened the floor for comments or questions.

The illustrated handout is available at the following link: [New Career Pathways Visual-Ryan.pdf](#)

VIII. For Possible Action – Pilot ProjectRyan Costella

Councilmember Ray Bacon told the Council that looking through the list of occupations presented the Leandra Copeland’s report of top in-demand industry occupations it is evident that for their Pilot Project choice this Council should pick an occupation that would benefit both Northern and Southern Nevada. Mr. Costella told the Council that Mr. Frank Woodbeck, Director of the Nevada Department of Employment, Training and Rehabilitation, requested the Pilot Project recommendation(s) from this Council and that Director Woodbeck wants the project to have an immediate statewide impact that would result in individuals successfully completing training, receiving industry valued credentials, and entering into manufacturing careers. Mr. Costella then said that he has thus far received several ideas from Council members, such as from Ray Bacon, and he asked Mr. Bacon to share any of his ideas with the other members.

Mr. Bacon said he would be happy to share a few of his ideas with Council members. One suggestion is to take the Right Skills Now participants and provide training for them to move up the career ladder. Another suggestion involves 3-D printing, which will be one of the top technologies of the future, but he cautioned moving forward on that suggestion at this immediate time because there has not been a proven need right now in Nevada. His last suggestion is to take the individuals who have completed the National Institute for Metalworking Skills (NIMS) and Right Skills Now training and also move them along their career ladder; however, he said this suggestion might be better suited for Workforce Investment Act (WIA) recommendations that this Council will make to the Governor’s Workforce Investment Board in January 2014 because it will have a more longer term impact versus the short term impact of a Pilot Project. Mr. Bacon then mentioned that the Job Readiness Program could be enhanced, but it is important to get employers more engaged in the idea and concept of the program. Mr. Costella agreed and then asked if there were any comments or questions on the Pilot Project recommendations that this Council needs to make.

Councilmember Michael Skaggs shared with the Council that he spends every day recruiting companies for the State and there is the main recruiting efforts are for the manufacturing sector. He said that this is mostly because of wage patterns and Nevada’s critical need to establish a manufacturing hub. He continued by saying he supports the foundational workforce skills for the manufacturing industry and this will help to entice companies.

Councilmembers determined that the best fit for this Council’s Pilot Project recommendation would be to train entry-level workers and utilize the existing agreement between ACT WorkKeys job skills assessment system and DETR because it would move people along the career pathway by providing a larger base of entry level workers for the industry.

IX. For Possible Action – 2013-2014 Strategic Plan and Subcommittee OverviewRyan Costella

- Certifications.....Ryan Costella, Chair
- K-12 EducationDana Ryan, Chair
- Adult Workforce Development..... Denise Castle, Chair
- Unemployed/Under Skilled..... Denise Castle, Chair
- Talent Demand..... Frederick Cook, Chair
- Early Childhood Education Dasya Duckworth, Chair
- Post-Secondary Education David Steiger, Chair
- Development of Metrics.....Leo Gobbo and Rick Stater

The Subcommittee updates were as following:

Certifications Subcommittee: Mr. Costella explained that the Certifications Subcommittee has meet and their discussion has focused so far on how this Council looks at certifications and determines whether a certification is legitimate or not. One idea that the Subcommittee discussed is that if a credential is nationally portable, gives the employer high industry expectations for the employee and also gives the employee value, then the certification could be deemed valid. A second idea is driven by longitudinal data and basically the question is once this data is received how confident could an employer feel if the individual has mastered the skills that this credential says they are able to deploy in this field. So longitudinal data is needed to prove that is the case and in addition to showing the data it needs to validated by a third party. The third piece is if it passes the bench mark is it a high level credential. Mr. Costella said that the model that is being deployed across the country is for those specific levels of credentials granting academic credit for them. Dr. Spangler shared with the Council members that the College of Southern Nevada (CSN) has latitude to award incoming students up to fifteen credits for non-traditional education and that could include industry certification. Dr. Spangler also said that it can be non-specific and does not necessarily have to correspond directly with an existing course. Mr. Costella thanked Dr. Spangler for his comments and asked if moving forward he could engage Dr. Spangler in this conversation. Dr. Spangler agreed. It was also noted that Truckee Meadows Community College, Great Basin College and Western Nevada College have all now gained some familiarity as well with national certification standards.

K-12 Education Subcommittee: This item was tabled due to Councilmember Dana Ryan’s absence; however, Councilmember David McElwain informed the Council that he has spoken with Mr. Costella and Dana Ryan, and they all understand that they need direction for what industry certifications and job skills are required for current positions being posted. With additional details from industry employers, perhaps an adjustment can be made within the K-12 Career and Technical Education (CTE) program of studies. The Chair announced he was going to make certain that in the report being forwarded to the Governor’s Workforce Investment Board next month, he informs the Board of what is taking place within this Council’s Subcommittees. Mr. Costella said that includes the signature academies and the CTE programs of study.

Adult Workforce Development Subcommittee and Unemployed/Under Skilled Subcommittee: Denise Castle, the Chair of this Subcommittee, informed the Council that her Subcommittee will be focusing on the data that Leandra Copeland, Supervising Economist in DETR’s Bureau of Research and Analysis, presented earlier in the meeting today. Ms. Castle also informed the Council that she and her Subcommittee wholeheartedly support the Pilot Project recommendation that was summarized earlier in today’s meeting by Mr. Costella and Mr. Bacon. She then told the Council that her Subcommittee would like to learn more about the Job Fit Program that is being presented by Las Vegas PBS and she recommends that a presentation about the Job Fit Program be made at a future Council meeting. Ms. Castle asked to merge the Adult Workforce Development Subcommittee and the Unemployed/Under Skilled Subcommittee because the focus of both Subcommittees are the same. Mr. Costella agreed that was a good idea. Ms. Castle repeated her request to merge the two Subcommittees as a formal motion. The motion was seconded by Dr. David Ching Lee. Mr. Costella asked if all were in favor. All were in favor. Mr. Costella then asked if any were opposed. None were opposed. The motion carried.

Talent Demand Subcommittee: Mr. Costella tabled this update for a future meeting due to the Subcommittee Chair’s resignation from the Council.

Early Childhood Education Subcommittee: Dasya Duckworth, Chair for this Subcommittee, informed the Council that she has contacted United Way, who has a mobile unit for reaching out to younger aged children. She added this has been somewhat challenging, but that she will try to gather more information for this Council’s next meeting. Ms. Duckworth proposed that the K-12 Education Subcommittee and Early Childhood Education Subcommittee be merged as one subcommittee. Mr. Costella agreed to the suggestion. Ms. Castle made the motion, which was seconded by Dr. David Ching Lee. All were in favor. None were opposed. The motion carried.

Post-Secondary Education Subcommittee: This update was tabled due to the absence of the Subcommittee Chair, David Steiger.

Development of Metrics Subcommittee: This update was tabled due to the absence of the Subcommittee Chairs, Leo Gobbo and Fredrick Stater.

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

Mr. Costella announced that attendance of Council members is being addressed and will be an issue. He requested that Council members commit to attending the Council meetings, that this is an exciting Council to be on and that great work is being accomplished. He also said that he wanted to be certain that everyone serving on this Council is present at the meetings so that they can advance the objectives of the Council and the Governor’s Workforce Investment Board. Mr. Costella encouraged the Council members to engage themselves fully and informed them that there will be an item on the January 2014 meeting agenda to review membership and attendance for the last year.

Councilmembers requested that presentations from Nevada JobConnect and the One-Stop Career Center be scheduled.

Last, Mr. Costella reminded the Council that he will be submitting a year-end report to the Governor’s Workforce Investment Board, including the Council’s recommendations for how to spend Workforce Investment Act (WIA) training funds for the sector. He told the Council that this will help the Board allocate funding in an effective way. Mr. Earl McDowell, Deputy Administrator for DETR’s Workforce Solutions Unit, emphasized to the Council that the Governor’s Workforce Investment Board really wants the Council’s recommendations and wants the WIA funding to be aligned with industry needs. Mr. McDowell then thanked Council members for their time and efforts on this Council.

XI. Discussion – Future Meeting ScheduleRyan Costella

Mr. Costella announced that the next Council meeting will be held on Monday, January 6, 2014 at 10:00 a.m. The agenda will be sent to members and publically posted according to NRS 241.020.

XII. 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.

When Mr. Costella announced the Second Public Comment Session, no comments were made. Hearing none, Mr. Costella then turned to agenda item XII.

XIII. AdjournmentRyan Costella

Mr. Costella thanked everyone for their participation on the Council and adjourned the meeting at 11:03 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

Ryan Costella (Chair), Ray Bacon (Vice Chair), Ralph Kuprewicz, Fredrick Stater, Frederick Cook, Leo Gobbo, Commissioner Vida Keller, Commissioner Representatie Denise Castle, Mike Skaggs, Councilwoman Gerri Schroder, David McElwain, Terry Culp, Jonathan Begley, Dana Ryan, Randy Canale, Crystal Abba, Jim New, Dr. David Ching Lee, Cornelius Eason, Elizabeth Muse, Gary Blosl, Dr. Michael Spangler, Anup Kolatkar, David Steiger, Dasya Duckworth, Terry McGinnis, Craig Laub, Brad Woodring, Dr. Haris Doumanidis

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 Wednesday, November 27, 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.