



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, March 3, 2014

10:00 a.m.

Some members of the Council may have attended the meeting in person or 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 Rooms A, B & C

Las Vegas, NV

Nevada Job Connect

Reno Town Mall

4001 South Virginia Street

Reno, NV

Council Members Present: Ryan Costella, Ray Bacon, Frederick Stater, Commissioner Vida Keller, Commissioner Representative Denise Castle, David McElwain, Terry Culp, Randy Canale, Jim New, Dr. David Ching Lee, Cornelius Eason, Gary Blosl, Dr. Michael Spangler, David Steiger, Dasya Duckworth, Craig Laub.

Council Members Absent: Ralph Kuprewicz, Leo Gobbo, Mike Skaggs, Councilwoman Gerri Schroder, Jonathan Begley, Dana Ryan, Crystal Abba (excused), Elizabeth Muse, Anup Kolatkar, Terry McGinnis, Brad Woodring, Dr. Harris Doumanidis, Chris Zunis (excused), Mark Rauenzahn.

Ex-Officio Members Present: Leandra Copeland, Beth Wicks, Lyle Smith, Ken Pierson, Mark Henderson.

Ex-Officio Members Absent: None.

DETR WSU Staff Present: Earl McDowell, Ansara Martino, Odalys Carmona, De Salazar, Coralie Peterson.

Others Present: Judy Turgiss (NV Workforce Development Center (DETR/CSN)), Jenn McMahon (NV Workforce Development Center (DETR/CSN)), Kenadie Cobbin-Richardson (Workforce Connections).

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

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 10:02 a.m. He then welcomed everyone and thanked them for coming to this meeting. Mr. Costella then asked Coralie Peterson, Administrative Assistant for DETR’s Workforce Solutions Unit, to call roll.

II. Roll call and Establishment of a Quorum Coralie Peterson, Administrative Assistant
Workforce Solutions Unit, Department of Employment, Training and Rehabilitation (DETR)

Ms. Peterson called roll and informed the Chair that a quorum was present.

III. Verification of Posting.....Coralie Peterson

Ryan Costella asked for Coralie Peterson to verify that the Agenda for this meeting was posted according to Nevada Statute. Ms. Peterson 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.

Mr. Costella announced the First Public Comment Session and invited members of the public to speak. Earl McDowell introduced Coralie Peterson as the new Administrative Assistant for DETR’s Workforce Solutions Unit, and she was welcomed by Mr. Costella. Hearing no further comments, Mr. Costella closed the session and moved to agenda item V.

V. **For Possible Action** – Approval of the February 3, 2014 Meeting MinutesRyan Costella

Mr. Costella asked if the Council members had the opportunity to review the February 3, 2014 Meeting Minutes and asked if there were any corrections to be noted or clarification in the wording needed. Mark Henderson, who recently replaced Kirstie Ruvalcaba as the northern Nevada representative for Nevada JobConnect, mentioned that he was not shown as present for the meeting, and Mr. Costella stated that this would be adjusted. The motion to approve the minutes with the noted correction was made by Ray Bacon. The motion was seconded by Terry Culp. All were in favor. None were opposed. The motion was carried unanimously.

VI. **For Possible Action** – DETR Director Update.....Frank Woodbeck, Director
DETR

DETR Director Frank Woodbeck greeted the Council and thanked them for their input regarding the in-demand occupations and recommendations for the Workforce Investment Act funding expenditures for the local workforce investment boards. Director Woodbeck then said that he would like to take the opportunity today to report to this Council on their Pilot Program Proposal submission to DETR. Mr. Woodbeck stated that as the Council requested, he has given approval for the Manufacturing Sector to provide ACT testing through the NCRC for 1,500 (first 1,200 students) as their pilot program. He went on to mention that the next step for the Council to take would be to align curriculum needs for manufacturing careers. He stated that part of that process would be the Business Value Assessment by the IBM Center of Excellence that is being developed. Director Woodbeck said that the Center of Excellence will have an integral role in creating a training and employment framework for individuals in many industry sectors, and he will provide more information on progress with these programs in future. Members asked Director Woodbeck questions about the Center of Excellence, such as when the training will be available and he responded that it would depend on the needs and demands of the GWIB Industry Sector Councils.

Mr. Costella thanked Director Woodbeck for all of the information he gave to the Council today, particularly the approval of their requested Pilot Project. Mr. Costella then turned to agenda item VIII.

**VIII. For Possible Action – Discussion of Similar Industry Occupations Within the Aerospace and Defense and Manufacturing Industry Sectors.....Dr. Kenneth Witcher, Chair
GWIB Aerospace and Defense Sector Council**

Mr. Costella introduced and welcomed Dr. Kenneth Witcher, Chair of the GWIB Aerospace and Defense Sector Council. Dr. Witcher thanked Mr. Costella and informed the Council that large manufacturing space is not necessarily needed in UAS (unmanned aircraft systems) and that while large manufacturing companies, such as Boeing, may stay in other states, manufacturing and repairing small and medium size unmanned aircrafts systems would represent a significant opportunity for workforce potential for Nevada. Dr. Witcher also spoke about the need for machinists and that the materials used in that type of manufacturing have changed (for example, the use of composites and nitrogen lasers), emphasizing the need to have a workforce with the necessary skill sets.

A discussion ensued amongst the Council about how to include UAS development and how the development of UAS would be impacted by federal tax law changes, as well as concerns about privacy and security. In addition, they discussed what good growth potential there would be in this field.

Dr. Witcher mentioned that several states have been approved to go forward with UAS, such as Alaska, New York, Texas and North Dakota, but that climate concerns would make Nevada a very desirable location. Dr. Witcher pointed out that Nevada has more experience in UAS than any other place in the world, but obtaining FAA approval for the actual test sites will be a significant step forward.

Mr. Costella commented that he appreciated the presentation although he had missed a portion due to teleconferencing difficulty, and stressed that he was very interested in reviewing the presentation because the skills needed to be productive in manufacturing align with the needs of the aerospace industry, especially in entry-level positions, drawing on a very similar skill set, so there may be areas of opportunities of overlap. The example he cited was the use of the NCRC (National Career Readiness Certificate) testing as the Manufacturing Sector Council’s pilot program, which will insure an entry level benchmark credential for manufacturing, but would certainly be useful in many other sectors as well, such as aerospace and defense, and that capitalizing on such programs that benefit many areas should be considered for funding as they will safeguard a qualified work force in the future.

Dr. Witcher mentioned that thus far the focus of the meeting discussion had been about UAS; however, with the potential tax change, growth in heavy maintenance (helicopters/MRO) jobs can be expected within 18 months, and there may be areas of overlap in that work, as well, for example, sheet metal/aviation repairers, with the same skill set needed, providing another area for coordination. Discussion ensued amongst council members about FAA certification requirements and safely integrating UAS with standard aviation requirements. Members agreed that further conversation will uncover possible new pathways to be considered by the council at their next meeting. Ryan Costella thanked all members for their comments and moved to agenda item IX.

**IX. For Possible Action – Nevada Workforce Development Center – Overview of WorkKeys.....Judith Turgiss and Jenn McMahon, Business Services Coordinators
Nevada Workforce Development Center (DETR/CSN)**

Mr. Costella introduced and welcomed Judy Turgiss and Jennifer McMahon, and then invited them to provide an overview of the WorkKeys Program offered at the Nevada Workforce Development Center (DETR/CSN). Utilizing a PowerPoint presentation, they explained:

- The goal of the Center is to support current business to ensure their future health and to assist businesses that are considering relocating to Nevada.

- The Center staff can assist businesses with unique skill sets to develop training programs designed to help prepare a needed workforce.
- The Center is part of Governor Sandoval’s vision to bring education and workforce development together to help advance economic development for the state.
- Business owners have a one-stop shop with the Center, on a college campus, to get customized training for current employees, regional economic data, or to get help identifying potential new hires with specific skillsets.

Ms. Turgiss and Ms. McMahon also reviewed the Governor Sandoval’s vision, explained the unique qualifications of the Center’s staff, additional services offered by the Center, and that the same type of development centers will be implemented at Nevada’s other community college campuses. They then turned to the ACT Work Readiness testing services provided to assess, certify and develop workforce. Ms. McMahon explained in detail the WorkKeys testing to assess workforce readiness, the National Career Readiness Certificate the examinees could earn, and the KeyTraining & Career Ready 101 to develop the individual’s skills.

The WorkKeys assessments measure “real world” skills that employers believe are critical to job success. These skills are valuable in any occupation whether its skilled or professional, and at any level of education. Next, Ms. McMahon explained that there are three (3) WorkKeys assessment that an individual must complete in order to earn the ACT’s National Career Readiness Certificate (NCRC): applied mathematics, reading for information, and location information. The NCRC is an industry-recognized, portable, evidence-based credential that certifies essential workplace skills and is a reliable predictor of workplace success. The credential is used across all sectors of the economy and verifies the foundational skills in math, reading and location information directly related to work. The certificate scoring method was reviewed, as well as what the NCRC empowers the examinee to do, such as matching their skills to the skills employers need, show concrete evidence of skills to prospective employers, stand out from other applicants, demonstrate commitment to succeed, and identify skills that the examinees could improve upon.

KeyTrain is the complete interactive learning tool for career readiness skills. At its foundation is a curriculum designed to help people master the applied workplace skills measured by the WorkKeys assessments. Individuals are assigned an account when they do not score high enough for a certificate, or not to the standards set by the employer or institution and/or would like to improve their skills to obtain a higher certificate. Career Ready 101 is a compressive career training course that can be customized to fit any workforce needs. It is an integrated approach to exploring careers and their skill requirements, creating life-literacy covering the following topics, plus more: financial awareness, career preparation, real work experience, work habits, communication skills, business etiquette, and the job search.

Ms. McMahon concluded by inviting members to contact herself or Ms. Turgiss to take the test themselves, or to ask any additional questions they may have on the program. Mr. Costella commended the presentation and the NCRC program as being focused on career building, he volunteered to assist in any way, and then he moved on to agenda item X.

X. For Possible Action – Introduction to Sector Career Pathways....Odalys Carmona, Youth Liaison
Workforce Solutions Unit, DETR

Earl McDowell, Deputy Administrator of DETR’s Workforce Solutions Unit, commented that Odalys Carmona was not present at today’s meeting; however, he wanted to share the Manufacturing Sector Career Pathways information that she intended to speak to the Council about. Mr. McDowell went on to explain that the Career Pathway shows middle and high school curriculum for manufacturing related Career and Technical Education through the Nevada Department of Education. Ryan Costella mentioned concern about not seeing the post-secondary certifications that this Council has approved and advocated for, to which Mr. McDowell responded that the Career Pathways information could be modified and discussed further in the next meeting.

XI. **For Possible Action** – Role of Subcommittees.....Ryan Costella

Ryan Costella reminded those leading this Council’s subcommittee efforts to be prepared at their next meeting to present the direction each of their Subcommittees will be taken to support the Council’s 2013-2014 Strategic Plan.

XII. **For Possible Action** – Update on Pilot Program.....Ryan Costella

Mr. Costella reminded the Council of DETR Director Frank Woodbeck’s comments earlier in today’s meeting regarding the approval of the Council’s requested Pilot Program, and he thanked DETR for their efforts. Mr. Costella then moved on to address agenda item XIII.

XIII. **For Possible Action** – Update on 2014 Strategic Plan.....Ryan Costella

Ryan Costella stated that the Strategic Plan is a standing item to be discussed at each Council meeting and that he had no further update today. Mr. Costella then asked Mr. Ray Bacon, Vice-Chair of the Council, to address the next agenda item XIV on new business and future agenda items.

XIV. **For Possible Action** – New Business and Future Agenda Items.....Ryan Costella

Mr. Bacon mentioned that since the members of this Council represent a broad spectrum of industries, he asked that two or three members be prepared at future Council meetings to give a brief profile of their area of industry and their business.

XV. **For Possible Action** – The next meeting will be on April 7, 2014 at 10:00 a.m.....Ryan Costella

Mr. Costella announced that the next meeting will be held on April 7, 2014 at 10:00 a.m.

XVI. **Second Public Comment Session**Ryan 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.

Mr. Costella announced the Second Public Comment Session and invited members of the public to speak. David McElwain mentioned an Open House event to take place on April 7, 2014 from 3:00 p.m. to 5:00 p.m., at the Aviation Institute of Maintenance, 5870 S. Eastern, Las Vegas, Nevada and he encouraged all available members to attend. Hearing no other public comments, Mr. Costella closed the session and turned to agenda item XVII.

XVII. **Adjournment**Ryan Costella

Mr. Costella adjourned the meeting at 11:31 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, Chris Zunis, Mark Rauenzahn

Notice: *Persons with disabilities who require special accommodations or assistance at the meeting should notify Coralie Peterson, 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, February 28, 2014.*

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.