



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)  
Tourism, Gaming and Entertainment Sector Council**

**April 30, 2013**

**9:00 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

**Nevada Job Connect**

1500 Avenue F, Suite 1  
Ely, NV

**Department of Employment, Training & Rehabilitation**

500 East Third Street, 1<sup>st</sup> Floor Auditorium  
Carson City, NV

**1-877-810-9415**

Access Code 7521358#

**Council Members Present:** Jill Bell, Aubrey Branch, Dr. Jean Hertzman, Katherine Jacobi, Joe Murphy, Gary Perea, David Philippi, Councilman Steve Ross, Joan Rutledge, Carole Smith, Henry Terry, Commissioner Bonnie Weber.

**Council Members Absent:** Jeffrey Ball, Bobbie Barnes (excused absence), Nance Dodie, Monica Ford, Larry Friedman, Lance Garrick, Bobbie Gerst, Colleen Henry, Donald Snyder, Mark Olson, Larry Friedman.

**Ex-officio Members Present:** Leandra Copeland for Marianne Segurson (DETR/Research and Analysis Bureau), Ricardo Villalobos (Workforce Connections), Melinda Lyons (Nevadaworks).

**Ex-officio Members Absent:** none.

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

**Others Present:** Lynda Parven (DETR, ESD), Ron Fletcher (DETR, ESD), Hal Bingham (DETR, ESD), Gregory Robinson (Nevada State College), Gwendolyn Grove (DETR, JobConnect), Krista Marshall (DETR, JobConnect), Jim Fleming (GWIB), Karen Sessle (NV Department of Education).

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

I. Welcome, Introductions and New Members..... Katherine Jacobi, Chair  
Governor’s Workforce Investment Board, Tourism, Gaming and Entertainment Sector Council

The Chair of this Council, Katherine Jacobi, welcomed everyone and thanked them for attending this meeting. She asked for anyone on the telephone to place their telephone on mute, not hold, if they needed to step away for moment. She 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

Katherine Jacobi 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** ..... Katherine Jacobi  
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 Ms. Jacobi announced the first public comment session, Mr. Earl McDowell, Deputy Administrator of DETR’s Workforce Solutions Unit, asked to make a few comments and stated:

- He wanted to introduce the Vice-Chair of this Council, Gary Perea, who was present via videoconference in Ely, NV.
- He asked for any Council members who may have joined the meeting after their name was called for roll to inform the Chair that they are present so they are not marked as being absent, as well as anyone present on the teleconference call to introduce themselves.
- DETR’s Workforce Solutions Unit is responsible for all of the administrative support needed by the GWIB Industry Sector Councils, including agenda preparation and posting, sending out correspondence, and keeping Council members informed of any pertinent information. DETR WSU also has a grant writer for any public or private funding this Council determines they want to pursue and DETR WSU has a management analyst to help them obtain additional information they may need.
- The charge of this Council as outlined in the GWIB Industry Sector Council Bylaws.
- This Council’s 2013 Strategic Plan is due in September 2013.
- The guidance this Council develops for the Tourism, Gaming and Entertainment industry workforce training development needs are forwarded to the GWIB and in turn to the Governor of

Nevada. In addition, the Chair of this Council reports to the GWIB on a quarterly basis the activities of this Council.

- DETR is developing a website that will have information for all the GWIB Industry Sector Councils, including agendas, meeting minutes, presentations, grants, and a membership name list.

To view a copy of the GWIB Industry Sector Council Bylaws, they can be viewed here: [..\..\Sector Council By-Laws - Updated March 1 2013.pdf](#).

V. **For Possible Action** – Tourism, Gaming and Entertainment Sector Council Duties and Charge .... Katherine Jacobi/Earl McDowell

The Chair explained the duties and charge of this council as outlined in the GWIB Industry Sector Council Bylaws, which are available upon request and can be viewed at the following link: [..\..\Sector Council By-Laws - Updated March 1 2013.pdf](#). She also emphasized, as did Mr. Earl McDowell during the first public comment session, that the guidance this Council develops for the tourism, gaming and entertainment industries are reported to the Governor’s Workforce Investment Board.

VI. **Discussion** – Membership ..... Katherine Jacobi

Katherine Jacobi asked Council members to make nominations for additional industry business leaders and for representatives of the entertainment industry. One member asked if he could follow-up on a nomination he already made. Earl McDowell, DETR’s WSU Deputy Administrator, said that he would provide that Council member with the information after the meeting.

VII. **For Possible Action** – Guidelines and Expectations for Developing 2013 Strategic Plan ..... Katherine Jacobi

Katherine Jacobi explained the purpose of this Council developing a strategic plan for this year and how that would support industry workforce development needs. Earl McDowell explained that the template for the strategic plan was based on the GWIB Industry Sector Council Bylaws and the purpose of this template was to provide a general guideline. A discussion ensued and Council members questioned whether for discussion purposes they should start with a general overview. They decided to start with a general overview today and then they can further develop and drill down areas they want to pursue further by:

- Two different subcommittees were established – one for Gaming and one for Retail.

Gaming Subcommittee

- Henry Terry volunteered to Chair this subcommittee and Joe Murphy volunteered to assist him as the Vice-Chair.
- The subcommittee will:
  - Determine which gaming occupations require a minimum age.
  - Consider construction and gaming workers that have been dislocated and that DETR’s Silver State Works Program may provide retraining for (e.g., sales workers for available real estate in the casino towers, construction workers, etc.).
  - Identify the soft skills and occupational skills desired by Gaming employers.
  - Council members want to be sure to address the growth of Downtown Las Vegas and all of the current and future economic development activity occurring there.

Retail Subcommittee

- Carol West-Smith volunteered to Chair this subcommittee.
- The subcommittee will:
  - Identify the soft skills and occupational skills desired by Retail employers.

Council Membership

- This Council will look at its current membership and fill in other desired areas that they want represented, such as transportation, economic development, a representative for the downtown project.
- As additional members are identified, nominations for appointment will be made.
- This Council's members would also like to know what aspects of the Tourism, Gaming and Entertainment industry that their fellow members represent.

Requested Presentations the full Tourism, Gaming and Entertainment Sector Council would like

- DETR staff and agencies are available to assist the Council with whatever information they need:
  - William Anderson, Chief Economist with DETR's Bureau of Research and Analysis, can look at each of the industries in the Tourism, Gaming and Entertainment sector and tell the Council where the R&A Bureau sees the jobs and the growth.
  - Employment surveys can also be conducted to help determine training needs and expected openings.
  - A JobConnect Business Services Representative can present information to the Council on what JobConnect services are available.
  - Katherine Jacobi will be meeting with Ken Pierson with DETR's division of Vocational Rehabilitation to determine what his department can do for the Council.
- The Council wants to understand what direction the Governor is going in to diversify the economy of the state. This Council wants to be proactive in aligning their initiatives with the Governor's initiatives. This Council wants to help diversify the Tourism, Gaming and Entertainment industry, and help put workers back to work in viable industries.
- A representative/industry specialist with the Governor's Office of Economic Development can explain the state's economic development and diversification initiatives.
- This Council also wants a representative from the regional development authority to explain current regional development economic strategies and see how those strategies are addressing industry issues.

Additional Notes

- The Council wants to consider current transportation corridors and how to increase the corridors so we get more people into Las Vegas, increase Tourism and Nevada's capacity as a Logistics and Operations port. Staff with the Las Vegas Global Economic Alliance can be asked to make a presentation to help this Council understand the transportation needs and our relationship/or lack of relationship with Mexico, Arizona, California and other neighboring states for the import and export/delivery of goods. A request will be made for William Anderson, Chief Economist of DETR's Bureau of Research and Analysis, to help the Council understand where and how transportation fits in Nevada industry and its potential impact on Gaming.
- Katherine Jacobi will be meeting with the other GWIB Industry Sector Council Chairs at the 2013 GWIB Industry Sector Council Chair Summit occurring in July. She can also reach out to the individual Chairs and they are very willing to work with each other.

Earl McDowell announced that all of the GWIB Industry Sector Council Chairs will be meeting together in a Summit this summer in July 2013, where they can each can talk about their strategic plan and discuss the initiatives of their Council.

Vice-Chair Gary Perea asked for a presentation from a qualified individual on the future of hospitality in Nevada.

Council members stated their support of the initiatives of this Council and discussed potential membership to add to this Council based on their areas of expertise and the aspects industry they represent. The Chair thanked them for their time and efforts.

VIII. **For Possible Action** – New Business and Future Agenda Items ..... Katherine Jacobi

In response to the request of Vice-Chair Gary Perea made during the meeting for the Council to have a presentation from a qualified individual on the future of hospitality in Nevada, Earl McDowell, Deputy Administrator of DETR's WSU, stated that on the agenda for the next meeting presentations from William Anderson, Chief Economist of DETR's Bureau of Research and Analysis, and Donald Snyder, Dean of the William F. Harrah College of Hotel Administration for UNLV, will be scheduled. Also, someone will be scheduled to give an overview of transportation needs related to this Council's industry.

**IX. Discussion – Future Meeting Schedule/Next Meeting.....Katherine Jacobi**

Dates available for the next council meeting were suggested by the Chair. When Council members gave their preferences, Katherine Jacobi said she would follow-up on their recommendations by having Derita Hopkins, Administrative Assistant for DETR's Workforce Solutions Unit, send out a meeting date notice. This information will also be publicly posted on the meeting agenda.

**X. Second Public Comment Session ..... Katherine Jacobi**  
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. Gregory Robinson, Associate Professor of English at Nevada State College, introduced himself and explained the vested interest the College has in the educational and workforce training needs in this Council's industry.

No additional comments were made.

**XI. Adjournment..... Katherine Jacobi**

After the Chair closed the second public comment session, the meeting was adjourned.

*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**  
**TOURISM, GAMING AND ENTERTAINMENT SECTOR COUNCIL**

Katherine Jacobi, Gary Perea, Colleen Henry, Lance Garrick, Joe Murphy, Carol West, Joan Rutledge, Donald Snyder, Bobbie Barnes, Dr. Jean Hertzman, Nance Dodie, Mark Olson, Bob Gerst, Councilman Steve Ross, Commissioner Bonnie Weber, Jeffrey Ball, Henry Terry, David Philippi, Monica Ford, Aubrey Branch, Jill Bell and Larry Friedman.

***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 Thursday, April 25, 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.