



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

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 location or by calling the number and access code listed below:

Name of Organization: Governor's Workforce Investment Board (GWIB)
Tourism, Gaming and Entertainment Sector Council

Date and Time of Meeting: **Thursday**, October 17, 2013
10:00 a.m.

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

Nevada Job Connect
1500 Avenue F, Suite 1
Ely, NV

1-877-810-9415
Access Code 7521358#

Council Members Present: Katherine Jacobi (Chair), Bobbie Barnes, Aubrey Branch, Jennifer Cunningham, Dr. Jean Hertzman, Joe Murphy, Councilman Steve Ross, Joan Rutledge, Dr. Bret Simmons, Henry Terry, Commissioner Bonnie Weber, Lonnie Wright

Council Members Absent: Gary Perea (Vice-Chair, excused), Maricela Aguilar-Ochoa (excused), David Phillippi (excused), Jill Bell, Larry Friendman, Colleen Henry, Shaundell Newsome

Ex-officio Members Present: Marianne Segurson, Ricardo Villalobos, Melinda Lyons

Ex-officio Members Absent: None

DETR WSU Staff Present: De Salazar, Earl McDowell, Odalys Carmona

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

AGENDA

- I. Welcome, Introductions and New Members..... Katherine Jacobi, Chair
GWIB Tourism, Gaming and Entertainment Sector Council

Katherine Jacobi, Chair called the meeting to order at 10:00 a.m., welcomed everyone and thanked them for attending the meeting. Ms. Jacobi then introduced and welcomed as the newest member to this Council Dr. Brent Simmons from the University of Nevada, Reno and asked him to provide a brief introduction.

- 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

Ms. Jacobi asked 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.

Ms. Jacobi announced the first Public Comment Session and invited members of the public to speak. No comments were made.

- V. **For Possible Action** – Approval of the September 12, 2013 Minutes..... Katherine Jacobi

Ms. Jacobi asked for approval of the September 12, 2013 Meeting Minutes. A motion was made by Henry Terry and seconded by Lonnie Wright. The motion carried unanimously.

- VI. **Presentation** – Overview of the Nevada Career Information System (NCIS).....Darragh Huggins
Economist/NCIS Supervisor, DETR’s Bureau of Research and Analysis

Ms. Jacobi introduced and welcomed Darragh Huggins, Economist for DETR’s Bureau of Research and Analysis, to provide an overview of the Nevada Career Information System (NCIS) on-line system features.

Ms. Huggins provided a MS PowerPoint presentation for demonstration of NCIS features and gave brief instructions on how to use the on-line career managing tool. She went on to say that NCIS is a comprehensive career guidance system that is made available to all Nevada residents free of charge. Many community based organizations use the data system, such as libraries, military bases and state or local agencies.

- My NCIS Account – This feature allows individuals to create a personal account to save education & work history information.

- Programs of Study – Access information on over 600 programs to study, such as certificate, associate, Bachelor’s, master’s and Ph.D. programs. The system will also link to related financial aid, scholarships and occupations.
- Occupations – Access information on over 500 occupations, wages and employment outlook.
- Job Search Resources – This tool provides helpful resume writing tips and samples, job interview preparation suggestions and videos.

Furthermore, Ms. Huggins stated that every accredited post-secondary school, including the career colleges and technical schools, are surveyed. Then the information is linked to the occupations for which they prepare someone. This is a unique way for someone to find out what training is needed for an occupation and the system is updated once a year.

Ms. Jacobi asked Ms. Huggins how the statistics are collected, particularly for salaries and openings. Ms. Huggins stated that the survey is taken from labor market information that all states provide. The wages are surveyed by contacting thousands of employers.

Ms. Jacobi thanked Ms. Huggins for her presentation and opened the floor to Council members for discussion and comments. A Council member requested Ms. Huggins’ contact information. Ms. Jacobi asked that Ms. Huggins’ contact information be circulated to all Council members.

VII. **Presentation** – Industry Report for GWIB Tourism, Gaming and Entertainment.....
 Marianne Segurson, Economist
 DETR, Bureau of Research and Analysis

Ms. Jacobi introduced and welcomed Marianne Segurson, Economist for DETR’s Bureau of Research and Analysis, to provide an overview of the Industry Report for Tourism, Gaming and Entertainment Sector. Ms. Segurson began by stating that the report she would be giving was produced by the Economic Modeling Specialist. She said that the regional change was at 12% and the national at 11%. Ms. Segurson went on to explain the job multiplier is the total job yield to the region as the result of and including a single job added and the unemployed is just the estimate of all the total unemployed persons within that industry. Ms. Segurson stated there have been approximately 41,000 jobs added in 2013 and it is estimated in 2023 there will be 424,000 jobs.

Ms. Jacobi asked if the average earnings were included management in the data that Ms. Segurson shared. Ms. Segurson stated it did include all management positions. Leandra Copeland, also from DETR’s Bureau of Research and Analysis, stated there is a NAICS category for management and companies of enterprise. The casinos in Las Vegas partition out their executive management into a separate entity and that would then have its own NAICS code. Mr. McDowell asked if the top 10 to 20 positions that are in demand could be identified. Ms. Segurson stated yes there is a possibility of doing that.

Mr. Earl McDowell, Deputy Administrator for DETR’s Workforce Solutions Unit, stated that a flyer with the top 50 demand occupations will be sent to the Council members.

Ms. Jacobi thanked Marianne and the rest of her team for the information and said that it will help this Council with their tasks going forward.

VIII. **For Possible Action** – 2013 GWIB Tourism, Gaming and Entertainment Sector Council Strategic Plan and Subcommittee Update..... Katherine Jacobi

Ms. Jacobi asked if the Council members if there were any Strategic Plan or Subcommittee Updates. Council member Henry Terry asked how he could get available dates for this Council’s Subcommittees to meet. Mr. McDowell said that he would have the Administrative Assistant for the Workforce Solutions Unit send out available meeting dates for the Subcommittee Chairs to choose from.

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

Mr. McDowell stated that he wanted to mention two points. The first was on this Council’s recommendations for a pilot project training program, which can help provide training for immediate need occupations that need to be filled. The second point that Mr. McDowell mentioned was on Workforce Investment Act funding. Mr. McDowell informed the Council that Governor Brian Sandoval issues an Executive Order 2012-18, which states that starting in 2014, 25% of the monies designated for WIA funding will be devoted for workforce training in Nevada’s nine industry sectors.

Ms. Darragh Huggins asked to make a comment on soft skills training. She stated that there is a section in NCIS that is called “job success” and it is ready to be updated. She asked the Council for any suggestions they may have regarding industry certificates that would help students and job seekers be more successful in gaining employment. She said that the certificate does not have to be an industry requirement, but the certificate should be industry recognized.

Dr. Jean Hertzman stated that in this Council’s last meeting it was suggested to remove Retail as a Subcommittee. Mr. McDowell answered that the Council members would have to ratify that decision.

The Chair of this Council, Ms. Jacobi, asked Marianne Segurson if Ms. Segurson would be able to provide the top occupations for the hospitality and gaming industry, and if so, would the information be available before the next Council meeting. Ms. Segurson agreed that she would gather the information together and provide it to this Council.

Henry Terry stated that he could also provide the occupations that have an immediate need in the gaming industry. Ms. Jacobi asked if Mr. Terry could provide that information to Derita so it could be added to the packets for the next meeting. Monica Ford added she could provide that information as well.

X. Next scheduled meeting will be held on Thursday, November 21, 2013 at 10:00 a.m. Katherine Jacobi

This Council’s next scheduled meeting will be on Thursday, November 21, 2103 at 10:00 a.m. A meeting invitation will be sent to the members and the agenda publically posted.

XI. **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.

Ms. Jacobi announced the Second Public Comment Session, but no comments were made. Hearing none, Ms. Jacobi turned to Agenda Item XII.

XII. **Adjournment** Katherine Jacobi

Ms. Jacobi adjourned the meeting and thanked everyone for their input and attendance.

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

Maricela Aguilar-Ochoa, Bobbie Barnes, Aubrey Branch, Jennifer Cunningham, Larry Friedman, Colleen Henry, Dr. Jean Hertzman, Katherine Jacobi, Joe Murphy, Shaundell Newsome, Gary Perea, David Philippi, Councilman Steve Ross, Joan Rutledge, Dr. Bret Simmons, Carole Smith, Henry Terry, Commissioner Bonnie Weber and

Lonnie Wright

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, October 16, 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.