

**STATE OF NEVADA  
GOVERNOR'S WORKFORCE DEVELOPMENT BOARD**

**EXECUTIVE COMMITTEE**

**Wednesday, June 24, 2020 - 2:00 p.m.**

**Teleconference Only  
1-888-363-4735  
Access code 9319340**

**MINUTES OF MEETING**

**Present:** William "Larry" Fagerhaug (Chair), Marilyn Kirkpatrick (Vice Chair), Hugh Anderson, Ryan Cordia, Robert Cunningham, Bill Stanley, Ann Silver

**Absent:** Jim New

**Also present:** Craig von Collenberg, (OWINN) Robert Whitney, (DAG) Andres Feijoo, (OWINN) Joan Finlay (OWINN)

**1. CALL TO ORDER - OPENING REMARKS**

**Chair Fagerhaug** called the meeting to order and welcomed participants.

**2. ROLL CALL - CONFIRMATION OF A QUORUM**

Per direction from Chair Fagerhaug, **Andres Feijoo** took roll call and confirmed the presence of a quorum. He noted that Heather Korbolic is no longer serving on the Executive Committee.

**3. VERIFICATION OF PUBLIC NOTICE POSTING**

**Mr. Feijoo** affirmed that the agenda and notice of the Governor's Workforce Development Board (GWDB) meeting on June 24, 2020 was posted pursuant to Nevada's Open Meeting Law, NRS 241.020.

**4. FIRST PUBLIC COMMENT(S) NOTICE**

**Chair Fagerhaug** read the notice into the record as follows: "Members of the public are invited to comment at this time; however, no action may be taken on any matters during public comment until the matter itself has been included on an agenda as an item for possible action. At my discretion, in the interest of time, public comments will be limited to three minutes per person."

**Craig von Collenberg, OWINN**, stated that today's discussion relates to subcommittees, however another item has come up for discussion. It will not be added to today's Agenda, but will be added to the full Board. There is an opportunity for a grant through the Department of Education, the Reimagined Workforce Preparation Grant. It must be applied for by the Board with facilitation by OWINN. It would be wise to create another (temporary) subcommittee for the purpose of overseeing the grant.

**5. \*FOR POSSIBLE ACTION - Approval of GWDB Executive Committee's March 30, 2020 meeting minutes**

**Chair Fagerhaug** called for comments/changes to March 30, 2019 draft minutes of the Executive Committee. There were no changes. **Bill Stanley** noted he was absent for the meeting and would abstain from the vote.

**It was moved by Vice Chair Kirkpatrick and seconded by Robert Cunningham to approve March 30, 2020, minutes of the Executive Committee as presented. Bill Stanley abstained. Motion carried.**

**6. \*FOR POSSIBLE ACTION – Role of GWDB Subcommittees**

**Mr. von Collenberg** addressed discussions regarding changing the role of the Board and becoming more proactive. The subcommittees will be the boots on the ground in order to create actionable progress. He reviewed the Subcommittee goals and objectives.

- **Performance & Reporting**

This Subcommittee would recommend performance metrics for the WIOA title programs and strategies for tracking. They would aid in implementation of online dashboards to track the progress of the title programs under WIOA.

- **Strategic Planning**

This Subcommittee would dig into the State Plan and work to implement the next round of State planning as soon as possible. The goal would be movement towards a combined plan as opposed to having all plans separate. This group would likely include outside stakeholders as well.

- **Regulatory Review**

This Subcommittee would review Federal WIOA, Nevada Revised Statutes, Nevada Administrative Code, the Boards, Bylaws and State Compliance Policies (all aspects that address what the Boards do and how they are regulated). The Subcommittee would make recommendations to the Board in terms of implementation and expansion.

- **Barriers & Underserved Populations**

This Subcommittee would identify the barriers facing the workforce within the State from entering into high paying jobs. This includes benefits cliff, barriers in occupational licensing and the digital divide. It would develop strategies to support the use of career pathways to provide underserved populations with opportunities. Such populations include: Differently abled, gig workers, minorities and English language learners.

- **Continuous Improvement**

This Subcommittee will stay abreast of what is occurring currently and develop strategies for continued improvement. It will focus on the continued improvement of the workforce system within the State. It will examine the Governor's designation of regions within the State to determine effectiveness. It will evaluate one-stop delivery systems and identify areas for improvement.

**7. \*FOR POSSIBLE ACTION – Approval of GWDB Subcommittees**

- **Performance & Reporting**
- **Strategic Planning**
- **Regulatory Review**
- **Barriers & Underserved Populations**
- **Continuous Improvement**

**Mr. von Collenberg** clarified that the listed roles are concepts and are open to discussion in terms of how the Subcommittee will form and how many members will be on each.

**Vice Chair Kirkpatrick** inquired as to the structure of Subcommittee membership and turnover. **Mr. von Collenberg** said that this needs to be addressed. Members of the Subcommittees would be appointed by the Chair. The process of appointment should be discussed. As new members of the Governor's Workforce Development Board come in, they will need to have an understanding of the expectation that they will participate in Subcommittees.

**Ann Silver** joined the call, after having just gotten off the phone with the Governor, who stated that masks will be mandatory.

**Mr. Stanley** noted that the Board has had discussions regarding an onboarding process for incoming members in terms of responsibilities and expectations, including the tasks of the Board in relation to local workforce development boards, grant funding from WIOA and the various Titles. It would be helpful for the Chairman to ask members which committees they would like to serve on, while taking into consideration any existing vacancies. **Vice Chair Kirkpatrick** said she is uncomfortable approving the subcommittees without having an understanding of the process.

**Mr. von Collenberg** noted that the Subcommittees will be subject to open meeting laws and will likely be meeting more often than the full Board. The thought is that an OWINN staff member would be assigned as liaison to each group.

**Mr. Stanley** commented that the Board recently had to vote on the new State Plan under a time crunch. The Subcommittees allow for the segmenting of work and bringing it back to the full Board with a deeper understanding. The proposed Subcommittee on Continuous Improvement is a function of the Board to look at continually evaluating the State Plan to determine whether its parameters will accomplish intended goals. **Chair Fagerhaug** commented that this is a draft list of proposed committees. The Executive Committee will vote to establish the Subcommittees, however, this will be discussed further by the full Board next month. **Mr. von Collenberg** affirmed this understanding. Between now and then, the Executive Committee can discuss the details, such as how many members per Subcommittee, structure of meetings and other parameters.

**Vice Chair Kirkpatrick** commented that recommendations from the Executive Committee to the full Board are assumed to have been fully vetted. If the Executive Committee simply wants to approve names of Subcommittees they wish to establish, that is fine. However, the full Board should decide on whether to have Subcommittee and from that point, members can be asked whether they would like to serve. She is not in support of establishing Subcommittee without any supporting details on function and purpose. **Chair Fagerhaug** referred to the minutes of the last Executive Committee meeting, where this issue was discussed. They discussed the formation and definitions of the Subcommittee. They also talked about whether to have this as a discussion item for the Board and they decided at this time to proceed with defining the committees. The intent is for the full Board to take a look at the list, decide if it is complete and whether further definition is needed. The action today is simply to put the list of suggested Subcommittees before the full Board for consideration. There has been sufficient discussion on the high level in terms of definitions. Between now and the full board meeting, the Board will discuss attendance, composition of each Subcommittee and perhaps draft scope language for each Subcommittee.

**It was moved by Vice Chair Kirkpatrick and seconded by Bill Stanley to approve the created Subcommittees for Governor's Workforce Development Board. Motion carried.**

**8. DISCUSSION/INFORMATION ONLY -- Topics for July 2020 GWDB Meeting**

**Chair Fagerhaug** stated that the agenda will include discussion on the Subcommittees. **Mr. von Collenberg** said they will also need to discuss the Department of Education Grant. **Ann Silver** stated that she would like to have a status update on the American Job Center, which was formed as a result of WIOA requirements. **Mr. Stanley** suggested conversation regarding workforce development in regards to legislative priorities.

**9. PUBLIC COMMENTS NOTICE (SECOND)**

**Chair Fagerhaug** read the statement into the record: “Members of the public are invited to comment at this time; however no action may be taken on any matters during public comment until the matter itself has been included on an agenda as an item for possible action. In my discretion, in the interest of time, public comment will be limited to three minutes per person.”

**Chair Fagerhaug** invited comments. There were none.

**10. ADJOURNMENT**

**The June 24th, 2020 meeting was adjourned.**

**Notice of this meeting was posted on or before 9 a.m. on the third day prior to the meeting on the Internet at:**

[http://owinn.nv.gov/GWDB/GWDB\\_Workforce\\_Meetings/](http://owinn.nv.gov/GWDB/GWDB_Workforce_Meetings/) and  
[Nevada’s Public Notice website at https://notice.nv.gov/](https://notice.nv.gov/), as required by NRS 232.2175.

Supporting public material provided to Committee members for this meeting is posted on OWINN’s Website at [http://owinn.nv.gov/GWDB/GWDB\\_Workforce\\_Meetings/](http://owinn.nv.gov/GWDB/GWDB_Workforce_Meetings/) may be requested from the Executive Director’s Office at 555 E. Washington Ave. Ste. 4900, Las Vegas, Nevada 89101; or call (702) 486-8080.