

STATE OF NEVADA
GOVERNOR'S WORKFORCE DEVELOPMENT BOARD

Strategic Planning Subcommittee

Tuesday, December 1, 2020 – 3:00 p.m.

TELECONFERENCE ONLY
1-669-900-6833 | Meeting ID 810 2014 5879

MINUTES OF MEETING

Present: Nancy Olsen, Chair, William “Bill” Stanley, Jamie Cruz, William “Larry” Fagerhaug, Jenny Casselman, Mechelle Merrill, Craig vonCollenberg, William “Larry” Fagerhaug,

Absent: Ann Silver, John Thurman, Aaron West, Craig Statucki, Ryan Cordia,

Also present: Andres Feijoo, (OWINN), Joan Finlay, (OWINN), Mayita Sanchez (OWINN), Beth Wicks (Nevadaworks) Douglas Owen (Koch Business Solutions, LP)

1. OPENING REMARKS

Nancy Olsen, Chair, called the meeting to order and welcomed participants.

2. ROLL CALL - CONFIRMATION OF A QUORUM AND VERIFICATION OF PUBLIC POSTING

Per direction from Chair Nancy Olsen, **Andres Feijoo** took a roll call and confirmed the presence of a quorum.

3. VERIFICATION OF PUBLIC POSTING

Andres Feijoo affirmed that the agenda and notice of the GWDB Strategic Planning Subcommittee meeting on December 1, 2020, was posted pursuant to Nevada's Open Meeting Law, NRS 241.020.

4. FIRST PUBLIC COMMENT(S) NOTICE

Chair Olsen 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.”

Beth Wicks from Nevadworks said that she was sitting in for John Thurman who could not make it.

5. FOR POSSIBLE ACTION – Approval of October 19, 2020 Minutes

Bill Stanley said that in item 10, it should say **Chair Olsen** and not **Chair Stanley**.

Chair Olsen called for a motion to approve the October 19, 2020 draft meeting minutes of the GWDB Strategic Planning Subcommittee with the correction. It was moved by **Bill Stanley**. **Jenny Casselman** seconded the motion.

The motion passed.

6. **FOR POSSIBLE ACTION –**
A. Subcommittee Action Plan and Timeline
B. Work Groups

Chair Olsen said that all subcommittee members should have received a strategic planning plan proposal. She asked for a motion to approve the timeline. She also asked for a discussion about the workgroups.

Bill Stanley asked if we could make a motion to approve and then ask questions about the plan.

Chair Olsen said there can be a discussion before a motion is taken.

Bill Stanley asked for **Chair Olsen** to go over the plan.

Chair Olsen said the plan lays out the process for how the workgroups will work, how the feedback information from them will be used, and the timeline. The goal will be to have a state plan draft ready for the full board by October 2021. The initial step is to determine if this plan is the plan to use or use another plan. The subcommittee will be asked to suggest members serve on the workgroups and serve as liaisons. Subcommittee members will be expected to provide additional information on the existing state plan and help keep workgroups on track. Workgroups will have a scope of work to keep them aligned.

Bill Stanley appreciated the explanation and understood that members of the subcommittee would facilitate the workgroup sessions.

Chair Olsen said the workgroup members would lead the discussion and not the subcommittee members. The workgroups would have expertise in the related areas and be able to say what is working, what is not working, what is happening in the workforce system.

Andres Fejoo asked if it is necessary for the subcommittee members to have direct expertise in the subject areas the workgroups will cover.

Chair Olsen said she would not expect subcommittee members to have expertise in the workgroup subject areas but it would not hurt if they did. The subcommittee members would primarily be expected to facilitate the workgroup meetings.

Chair Olsen called for a motion to approve the
A. Subcommittee Action Plan and timeline
B. Work Groups.

It was moved by Bill Stanley and seconded by Mechelle Merrill to Approve the Subcommittee Action Plan Timeline and Work Groups as presented. Motion carried.

Bill Stanley asked for more insight about the workgroups.

Chair Olsen said one of the workgroups she left out for this process was business outreach because Title I and Title III already do a good job with it. For performance and continuous improvement workgroup, there is a disconnect and in need of improvement when it comes to performance in the title programs. One of the most important of the workgroups will be Common Processes and Customer Flow. There needs to be an improvement in the integration of services between the title programs.

Jaime Cruz agreed to intend to make the state plan more strategic. He said there are positive signs of going in the right direction; there are two EmployNV business hubs in southern Nevada where Title I and Title III business services staff have worked together and the Vegas Chamber has approved of this effort. He added that while there have been successes in integration and great efficiency efforts in Nevada, the local board is interested in having the state participate in a federal pilot program currently with 12 or 13 other states that aim to bring greater integration of state workforce actors.

Chair Olsen asked **Jaime Cruz** if there is a need for a business outreach workgroup.

Jaime Cruz said the state plan currently reflects what Nevada did six years ago; it does include things like the EmployNV business hub. There are other issues than business outreach that need to look at more closely.

Chair Olsen shared **Craig von Collenberg's** suggestion to create a working group for strategic vision and goals. She asked if this subcommittee can work as that working group.

Craig von Collenberg said section two of the state plan contains the strategic elements of the plan; everything in the state plan should revolve around the stated strategic vision and goals. A representative from the Governor's office could help with this section.

Bill Stanley asked if strategic vision and goals were already done with the National Governor's Association (NGA).

Craig von Collenberg said that exercise was for the Governor's Workforce Development Board, not the state plan.

Chair Olsen asked **Craig von Collenberg** if there should be work on a more encompassing vision.

Larry Fagerhaug wondered if it would be possible to take some of what was developed for strategic planning with NGA and apply it to the state plan process. He also said that the subcommittee is focused on strategic planning; he asked if **Chair Olsen** head up the state plan.

Chair Olsen said she did not head up the state plan but she was most vocal in making the state plan a strategic document.

Larry Fagerhaug asked if we are putting a framework around the state plan or are we doing strategic planning for the board. He wants to know the direction of this subcommittee. He also wanted to know if this subcommittee through the creation of workgroups is creating more bureaucracy than necessary because it might be doing work that other subcommittees are doing.

Chair Olsen said that the state plan is a living document that is beyond just a compliance document; that the plan can be a source for anyone to understand how the workforce system works in Nevada. She also said the purpose of the performance and continuous improvement workgroup would be to get stakeholder input beyond the members of the subcommittee.

Bill Stanley said the state board should focus on policy and oversight and make sure the state plan is being followed. The state plan should be the strategic document that explains how we will implement the workforce ecosystem. It should be the go-to source to find out about the various aspects of the workforce system. All the stakeholders should have a say in what goes into the state plan.

Bill Stanley talked about the importance of putting the working groups together.

Chair Olsen agreed. The five working groups are performance and continuous improvement, common processes and customer flow, data and accountability, services to youth, and career pathways. She asked if any workgroups are either missing or should be taken out from the existing list.

Jenny Casselman asked for the definition of "youth."

Chair Olsen said there are two definitions for youth – in-school (14-21) and out-of-school (16-24). Title I and IV have involvement with in-school youth. Title II has no involvement with in-school youth. She asked **Jaime Cruz** if Title III had little involvement with in-school youth.

Jaime Cruz said the law allows Title III funds to be spent on youth but it varies by state. He mentioned how DETR requested a waiver from the US Department of Labor to change the allocation of funds between in-school and out-of-school youth. Normally 75% of funds are spent on out-of-school youth, 25% on in-school youth. The waiver allows for 50/50.

Mechelle Merrill said Title IV has a higher interest in in-school youth.

Bill Stanley asked **Nancy Olsen** to type the five working groups in the chatbox. **Joan Finlay** typed them.

Chair Olsen talked about the data and accountability working group. Every partner has different laws that regulate how their data can be used and shared. But it is important to see if reporting requirements are being met. The focus of data and accountability is to see how data is collected and reported and how data is shared effectively.

Bill Stanley asked about the longitudinal data system that was previously created and wanted to know if it was done.

Chair Olsen said the system (NPWR) was done and is used for performance outcome measures. Adult Ed is now part of the system. But there are still some issues to work out.

Andres Feijoo offered OWINN staff to discuss NPWR if anyone was interested. Nancy Olsen thanked OWNN staff for having adult ed included in NPWR.

Bill Stanley said framework exists to collect data statewide but what does accountability mean exactly? Is it to see the return on investment on workforce development or holding those who input the data accountable?

Chair Olsen responded that she thinks accountability is in regards to performance targets from data that is collected.

Bill Stanley mentioned that we might focus on getting the proper data reports on outcomes so the state workforce board can decide on where to devote financial resources.

Chair Olsen said one of the issues with reporting is that every program has slightly different criteria for reporting. There are common performance measures but how the data is collected and reported differs from program to program. For example, Titles I and IV report student-level data but Title II does not. Therefore, this working group can look into what areas regarding data can be improved upon.

Bill Stanley said data collection and reporting varies across the state but for workforce development and where strategic efforts should focus on, he asked if this subcommittee could determine which data elements are most necessary to drive strategic workforce development decisions.

Chair Olsen said not every single data element that is collected is needed to make strategic workforce development decisions but the workgroup could make suggestions on what types of data should be looked at to drive the workforce system forward.

Chair Olsen talked about the career pathways workgroup and how career pathways look different between programs.

Andres Feijoo asked if adult and dislocated workers could be another workgroup category.

Chair Olsen said adult and dislocated workers fall within all the other workgroup categories.

Jenny Casselman asked if there is a subcommittee for dislocated workers.

Andres Feijoo there is not but there is a subcommittee for Barriers and Underserved Populations.

Chair Olsen asked **Andres Feijoo** if it's necessary to have a vote on the workgroups according to the agenda.

Andres Feijoo said it is not required to have a vote if the Chair does not want to have one.

Chair Olsen said that for the next meeting in early January she will put together a summary and task document for each workgroup to present to the subcommittee and then the subcommittee can decide then which workgroups will be approved.

7. DISCUSSION/INFORMATION ONLY – Overview of Purpose of Subcommittee

Chair Olsen tabled agenda item 7. She also said **Andres Feijoo** will send out the current version of the state plan to everyone.

Andres Feijoo said the current state plan is on the OWINN website but new changes submitted by Title IV over the summer will be incorporated into it so the newest version will be sent out to subcommittee members.

Chair Olsen said it would good if subcommittee members become familiar with the state plan.

Andres Feijoo said the last two-thirds of the plan is most relevant because the first third covers the state economic situation which is not relevant to current times.

8. **DISCUSSION/INFORMATION ONLY – Meeting Schedule**

Chair Olsen asked if January 5th at 3 pm work for the subcommittee members. There was general agreement for the date.

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

Andres Feijoo offered state board members of the subcommittee to attend a US Department of Labor training on business engagement strategies and layoff aversion on December 10th, 2020.

10. **ADJOURNMENT – The December 1, 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:

OWINN’s Public Meetings website - <http://owinn.nv.gov/GWDB/Performance and Reporting Subcommittee Meetings/> and Nevada’s Public Notice website at <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 Web site at <http://owinn.nv.gov/GWDB/ Performance and Reporting Subcommittee Meeting> and may be requested from the Executive Director’s Office at 555 E. Washington Ave, Las Vegas, Nevada or call (702) 486-8080