

**WORKFORCE CONNECTIONS
EXECUTIVE COMMITTEE
AGENDA**

**March 13, 2014
9:30 a.m.**

***One-Stop Career Center
6330 W. Charleston Blvd., Ste. 190
Las Vegas, NV 89146***

Voice Stream Link: <http://www.nvworkforceconnections.org/mis/listen.php>

This meeting has been properly noticed and posted in the following locations:

City of Las Vegas, 495 S. Main, Las Vegas
City of North Las Vegas, 2250 Las Vegas Blvd. N., North Las Vegas, NV
Clark County Clerk's Office, 500, S. Grand Central Parkway, Las Vegas, NV
Esmeralda County Courthouse, 233 Crook Street, Goldfield, NV
Henderson City Hall, 240 Water Street, Henderson, NV
Boulder City, City Hall, 401 California Ave., Boulder City, NV
Workforce Connections, 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV
Nevada JobConnect, 3405 S. Maryland Pkwy., Las Vegas, NV
Lincoln County, 181 Main Street Courthouse, Pioche, NV
Nye County School District, 484 S. West St., Pahrump, NV
Pahrump Chamber of Commerce, 1302 S. Highway 160, Pahrump, NV

This Agenda is also available at www.nvworkforceconnections.org

COMMENTARY BY THE GENERAL PUBLIC

This Board complies with Nevada's Open Meeting Law, by taking Public Comment at the beginning of the meeting immediately after the Board approves the Agenda and before any other action is taken and again before the adjournment of the meeting.

As required by Nevada's Open Meeting Law, the Board may only consider items posted on the agenda. Should you wish to speak on any agenda item or comment on any other matter during the Public Comment Session of the agenda; we respectfully request that you observe the following:

1. Please state your name and home address for the record
2. In fairness to others, groups or organizations are requested to designate one spokesperson
3. In the interest of time, please limit your comments to three (3) minutes. You are encouraged to give brief, non-repetitive statements to insure that all relevant information is presented.

It is the intent of the Board to give all citizens an opportunity to be heard.

Welcome to our meeting.

Copies of non-confidential supporting materials provided to the Board are available upon request. Request for such supporting materials should be made to Suzanne Potter at (702) 638-8750 or at spotter@snvwc.org. Such supporting materials are available at the front desk of Workforce Connections, at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146 and are available on-line at www.nvworkforceconnections.org.

Auxiliary aids and services are available upon request to individuals with disabilities by notifying Dianne Tracy or Suzanne Potter, in writing at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146; or by calling (702) 638-8750; or by fax (702) 638-8774. The TTY/TDD access number is (800) 326-6868 / Nevada Relay 711. A sign language interpreter may also be made available with twenty-four (24) hours advance notice. An Equal Opportunity Employer/Program.

NOTE: MATTERS IN THIS AGENDA MAY BE TAKEN OUT OF ORDER

Executive Committee Members: Hannah Brown (Workforce Connections’ Board Chair); Valerie Murzl (Workforce Connections’ Board Vice-Chair); Dan Rose (Adult & Dislocated Worker Committee Vice-Chair); Commissioner Lawrence Weekly (Local Elected Officials Chair); Sonja Holloway (Youth Council Chair); Dan Gouker (Budget & Finance Committee Chair)

All items listed on this Agenda are for action by the Executive Committee unless otherwise noted. Action may consist of any of the following: approve, deny, condition, hold or table. Public Hearings may be declared open by the Chairperson, as required for any of the items on this Agenda designated for discussion or possible action or to provide direction and recommendations to Workforce Connections.

AGENDA

1. Call to order, confirmation of posting and roll call
2. **DISCUSSION AND POSSIBLE ACTION:** Approve the agenda with inclusions of any emergency items and deletion of any items..... 2
3. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this Agenda, which is before this board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes 3
4. **DISCUSSION AND POSSIBLE ACTION:** Approve the Minutes from the Executive Committee meeting of November 13, 2013 4
5. **DISCUSSION AND POSSIBLE ACTION:** Review, Discuss and Approve staff’s report regarding the Executive Committee’s goals, objectives and strategies to achieve established goals and mission outlined in Workforce Connections’ Two-Year Strategic Plan (April 30, 2013 through June 30, 2015) 11
6. **INFORMATION:** Business Service’s Report and Presentation ~ Kenadie Cobbin-Richardson 14
7. **DISCUSSION AND POSSIBLE ACTION:** Executive Director’s Report ~ Ardell Galbreth 17
8. **SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of this 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 and state your address for the record. Each comment will be limited to three (3) minutes..... 20
9. **INFORMATION:** Executive Committee Member Comments..... 21
10. **ACTION:** Adjournment

Agenda Item 3. FIRST PUBLIC COMMENT:

Members of the public may now comment on any matter posted on this Agenda, which is before this Board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes

Agenda Item 4. DISCUSSION AND POSSIBLE ACTION:
Approve the Minutes from the Executive Committee
meeting of November 13, 2013

**WORKFORCE CONNECTIONS
EXECUTIVE COMMITTEE
MINUTES**

November 13, 2013

9:30 AM

*One Stop Career Center
6330 W. Charleston Blvd
Suite 190
Las Vegas, NV 89146*

Members Present

Hannah Brown, Workforce Connections' Board Chair
Commissioner Lawrence Weekly, LEO Consortium Chair
Councilman Bob Beers, Budget & Finance Committee
Dan Rose, Adult & Dislocated Worker Committee Vice-Chair
Sonja Holloway, Youth Council Chair

Members Absent

Valerie Murzl, Workforce Connections' Board Vice-Chair

Staff Present

Ardell Galbreth	Dianne Tracy	Ricardo Villalobos	Carol Turner
Heather DeSart	Jim Kostecki	LeVerne Kelley	Clentine January
Brett Miller	Shawonda Nance		

Others Present

Joleen Arnold, Easter Seals of Southern Nevada	Nield Montgomery, The Learning Center
Dr. Tiffany Tyler, Nevada Partners, Inc.	Dr. Tiffany Tyler, Nevada Partners, Inc.
Dr. Rene Cantu, LCCCF	Stacy Smith, Nye Communities Coalition
Ben Daseler, DETR	Helicia Thomas, GNJ Family Life Center
Donna Bensing, New Horizons CLC	

1. CALL TO ORDER, confirmation of posting, roll call

The meeting was called to order by Chair Hannah Brown at 9:37 a.m. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

2. DISCUSSION AND POSSIBLE ACTION: Approve the Agenda with inclusions of any emergency items and deletion of any items

Ardell Galbreth, Executive Director requested that item *13a. PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and Budget Narrative – November 2013* be pulled from the agenda.

A motion was made to approve the agenda with the deletion of Agenda Item 13a by Councilman Bob Beers and seconded by Sonja Holloway. Motion carried.

3. FIRST PUBLIC COMMENT SESSION

None

4. DISCUSSION AND POSSIBLE ACTION: Approve the Minutes from the Executive Committee Meeting of January 22, 2013

A motion was made to approve the Minutes from the Executive Committee Meeting of January 22, 2013 by Councilman Bob Beers and seconded by Sonja Holloway. Motion carried.

5. DISCUSSION AND POSSIBLE ACTION: Accept staff's report on the objectives and outcomes for Goal 4 – Attract, Grow and Retain Businesses as part of Workforce Connections' Two-Year Strategic Plan (April 30, 2013 – June 30, 2015)

Ardell Galbreth provided background. In January 2013, the Executive Committee approved Goal 4 of the Two-Year Strategic Plan provided on page 9 of the agenda packet. At that time, staff was directed to collect data to establish reasonable percentages to measure outcomes for objective 4.2. The new data has been added for objective 4.2 and revisions have been made overall.

Brett Miller, Senior Program Analyst provided an overview of the proposed changes:

Goal 4 Attract, Grow and Retain Businesses - Executive Committee				
Objective	Strategy	Timeline	Measurement	Status
4.1. Create a workforce system that champions business, education, training and workforce development.	Establish strong business partners/local employers that look to Workforce Connections' One-Stop System and Career Center(s) as their first choice for employment and training services	Ongoing	Give quarterly updates of Business Services activities (business testimonials, community partnerships, outreach events, etc.)	Three months after Board goal approval
4.2. Create a dynamic supply of trained, skilled workers to meet workforce demands of regional and industry sectors.	1. Partner with local businesses and training providers (colleges, universities, and apprenticeship trades) to gather business intelligence.	Ongoing-as driven by businesses demands.	Give quarterly updates of LEAP activities (# of members, # of meetings, actionable items, etc.)	Three months after Board goal approval
	2. Develop and coordinate training activities based on business intelligence.	Ongoing-as driven by businesses demands.	<ul style="list-style-type: none"> • Complete an evaluation by December 31, 2013 to align existing ETPL / PVL based on LEAP input, in demand jobs, training partner input, and sector initiatives. • Develop and implement by March 31, 2014 a process to maintain aligned ETPL / PVL (utilizing business intelligence from LEAP) by dynamically adding / removing trainings to meet business demands. • Report on # of changes to ETPL and PVL by June 30, 2014. 	Three months after Board goal approval
4.3. Align workforce development resources to be anchored by the following industry sectors: <ul style="list-style-type: none"> • Agriculture • Aerospace & Defense • Business IT Ecosystems • Clean Energy • Health & Medical Services • Logistics & Operations • Mining • Materials & Manufacturing • Tourism, Gaming & Entertainment. 	1. Team up with the Governor's	March 2013	Local Employer Advisory Panel	Three months after
	2. Continue to support DETR's sector councils.	March 2013	<ul style="list-style-type: none"> • State economic development staff invited to Workforce Connections partnership forums. • WC staff and board members on DETR sector councils. 	Three months after Board goal approval
	3. Allocate resources to support sector initiatives.	March 2013	Funded partners contracts include resource requirement support to industry sectors.	Three months after Board goal approval

Brett provided a list of the companies that represent LEAP:

- American Medical Response
- Ken's Foods
- Keolis Transit
- Mechanical Products Nevada
- MGM Resorts
- Nathan Adelson Hospice
- Nevada Hotel & Lobbying Association
- Quality Investigations Security
- Station Casinos
- SWITCH

Dan Rose stated that he would like to sit on the LEAP committee to represent Apprenticeship programs.

Discussion ensued regarding job seekers skills and qualifications and local employers' requirements. Employers have communicated that many job seekers need soft skills training.

Discussion ensued regarding the ETPL (Eligible Training Provider List). Staff is reviewing the ETPL to align training with industry sectors (Agriculture, Aerospace & Defense, Business IT Ecosystems, Clean Energy, Health & Medical Services, Logistics & Operations, Mining, Materials & Manufacturing, Tourism, and Gaming & Entertainment).

Following a brief discussion on performance indicators, Councilman Beers suggested that Ardell inquire at the State Budget Office for available classes regarding performance measures in the abstract for staff to attend. Ardell concurred.

A motion was made to accept staff's report as presented by Councilman Bob Beers and seconded by Dan Rose. Motion carried.

6. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend Nye Communities Coalition current Adult & Dislocated Worker contract to award an additional \$105,000. Nye Communities Coalition will utilize these funds to continue to enroll and serve 35 new participants

Dan Rose presented the backup which includes Nye Communities Coalition request for additional funds for new participant training and supportive services (p. 14).

Nye Communities Coalition's executive director Stacy Smith was present to answer questions.

Following a brief discussion,

A motion was made to approve staff's recommendation to amend Nye Communities Coalition current Adult & Dislocated Worker contract to award an additional \$105,000 to continue to enroll and serve 35 new participants by Commissioner Lawrence Weekly and seconded by Councilman Bob Beers. Motion carried.

7. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend Lincoln County School District's current Adult & Dislocated Worker contract to award an additional \$42,000. Lincoln County School District will utilize these funds to continue to enroll and serve 10 new participants

Mr. Rose presented Lincoln County School District's request for additional funds for new participant training and supportive services (p. 16).

Holly Gatzke, Lincoln Workforce Program Director stated that Lincoln County program participants need a wider array of online training options. Ms. Kuennen will contact Ms. Gatzke directly to discuss.

A motion was made to approve staff's recommendation to amend Lincoln County School District's current Adult & Dislocated Worker contract to award an additional \$42,000 to continue to enroll and serve 10 new participants by Commissioner Lawrence Weekly and seconded by Councilman Bob Beers. Motion carried.

8. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend HELP of Southern Nevada's PY2013 In-School Youth Contract an amount not to exceed \$97,500 to serve 136 transferred youth

Sonja Holloway presented the backup on page 18 of the agenda packet. Ricardo Villalobos provided background. 522 In-School/Out-of-School youth from funded partners who did not receive additional funding will be transferred to other funded partners (HELP of Southern Nevada, GNJ Family Life Center, and Nevada Partners, Inc.) to prevent a disruption in services. The cost per youth participant for a new client is \$2,000. Staff is recommending HELP serve 136 transferred In-School Youth as follows:

59 Active youth at \$1,000/youth	=	\$59,000
77 Follow-up youth \$500/youth	=	\$38,500

A motion was made to approve staff's recommendation to amend HELP of Southern Nevada's PY2013 In-School Youth Contract an amount not to exceed \$97,500 to serve 136 transferred youth by Councilman Bob Beers and seconded by Hannah Brown. Motion carried.

9. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend HELP of Southern Nevada's PY2013 Out-of-School Youth Contract an amount not to exceed \$260,000 to serve 199 transferred youth

Staff is recommending HELP serve 199 transferred Out-of-School Youth as follows:

134 Active youth at \$1,600/youth	=	\$214,400
65 Follow-up youth \$700/youth	=	\$45,500

A motion was made to approve staff's recommendation to amend HELP of Southern Nevada's PY2013 Out-of-School Youth Contract an amount not to exceed \$260,000 to serve 199 transferred youth by Councilman Bob Beers and seconded by Dan Rose. Motion carried.

10. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend GNJ Family Life Center's PY2013 Out-of-School Youth Contract an amount not to exceed \$120,000 to serve 117 transferred youth

Staff is recommending GNJ Family Life Center serve 117 transferred Out-of-School Youth as follows:

42 Active youth at \$1,600/youth	=	\$67,200
75 Follow-up youth \$700/youth	=	\$52,500

A motion was made to approve staff's recommendation to amend GNJ Family Life Center's PY2013 Out-of-School Youth Contract an amount not to exceed \$120,000 to serve 117 transferred youth by Councilman Bob Beers and seconded by Dan Rose. Motion carried.

11. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend Nevada Partner's PY2013 In-School Youth Contract an amount not to exceed \$60,000 to serve 70 transferred youth

Staff is recommending Nevada Partners, Inc. serve 70 transferred In-School Youth as follows:

46 Active youth at \$1,000/youth	=	\$46,000
24 Follow-up youth \$500/youth	=	\$12,000

A motion was made to approve staff's recommendation to amend Nevada Partner's PY2013 In-School Youth Contract an amount not to exceed \$60,000 to serve 70 transferred youth by Councilman Bob Beers and seconded by Dan Rose. Motion carried.

12. INFORMATION: Workforce Connections' policy related to oversight and sub-recipients high risk designation

Heather DeSart presented the backup and reported that the items were vetted by the LEOs at their meeting yesterday and directed staff to incorporate their recommendations into the existing policy (p. 26) based on a graduated disciplinary/tiered sanctioning process. A revised policy will be submitted to the jurisdictions' legal counsels for vetting, then back to the LEOs for action.

Hannah Brown expressed her concerns regarding the graduated disciplinary sanctioning process stating that it leaves too much room for error by having staff determine to what extent a funded partner should be disciplined, rather there should be a hard fast rule that factors to everyone.

Councilman Beers added to the list of risk assessment, the percentage of the recipients total funding provided by Workforce Connections.

A copy of the draft policy is provided on page 29 and citations from OMB A-133, 29 CFR Part 97.12 and DOL's criteria for determination of program risk is on page 31 of the agenda packet.

13. DISCUSSION AND POSSIBLE ACTION: Review, Discuss, Accept and Approve Reports

At the beginning of the meeting, agenda item 13a (PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and Budget Narrative – November 2013) was pulled from the agenda.

b. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2013 through June 30, 2014 (Formula WIA)

Jim Kostecki, Finance Manager presented the Budget vs. Actual Finance report (pg. 43):

- At three months into the program year, budget expenditures should average 25%.
- 7040 - Office Supplies (43.58%): high due to the initial startup costs for new location, including staff business cards and envelopes
- 7045 – System Communications (32.29%): high due to prepaid annual fees processed in the first quarter for remote access software (Sonic Wall)
- 7070 – Rent (39.46%): high as a result of dual rent payments in September 2013 for both the old and new office space during the move; will continue to decrease due to monthly timing
- 7090 – Non-Board Meetings & Outreach (34.60%): high due to Las Vegas Chamber of Commerce semi-annual membership fee and Hispanic Youth Leadership Summit event

c. Awards & Expenditures Report – November 2013

Jim presented the Awards & Expenditures report for Adult/Dislocated Worker (p. 45), Youth (p. 46) and direct grants (p. 47). The report reflects expenditures through September.

d. Adult & Dislocated Worker and Youth Funding Plans

Carol Turner provided an overview of the Adult & Dislocated Worker (p. 48) and Youth (p. 49) Funding Plans. The funding plans have been updated to include the new awards as well as the pending contracts.

<u>Program</u>	<u>Obligated</u>	<u>Remaining Funds</u>
A/DW	\$1,796,961	\$1,668,495 (.86 months)
Youth	\$1,621,500	\$461,122 (.69 months)

Pending Adult/Dislocated Worker Contracts add to \$3,147,000.

Pending Youth Contracts add to \$1,640,000.

Funded partners (Helicia Thomas, GNJ Family Life Center, Dr. Tiffany Tyler, Nevada Partners, Inc., Stacy Smith, Nye Communities Coalition, and Dr. Rene Cantu, Latin Chamber of Commerce Community Foundation) participated in a discussion regarding program expenditure rates and internal processes for expending training funds. Following the discussion, Commissioner Weekly suggested that the Executive Committee meet more frequently.

Carol noted that next year the State has mandated that 25% - 30% of Adult and Dislocated Worker funds must go toward Occupational Skills Training and supportive serves. This does not include On-the-Job Training (OJT). Discussion ensued.

e. Audit Findings for PY2011 (Year Ended June 30, 2012) – Monthly Status Report

Jim presented the Audit Findings report on page 50 and 51 of the agenda packet. There are no changes since the last meeting.

A motion was made to accept and approve the Operations reports (13b – 13e) by Councilman Bob Beers and seconded by Commissioner Lawrence Weekly. Motion carried.

14. DISCUSSION AND POSSIBLE ACTION: Executive Director’s Report ~ Ardell Galbreth

One-Stop Career Center Update provided by Kenadie Cobbin-Richardson, Business Services Manager

- Successful Nevada Day Super Hiring Event (27 businesses/employers, 500 positions, and 57 job placements as of November 4th)
- Job Career site has had over 9,990 unique visitors and 3,287 individuals have applied for jobs via the website

Ardell Galbreth presented the Executive Director’s report (p. 53) and highlighted the following items:

- One-Stop Career Center is averaging 165 visitors per day
- WC to explore establishment of a 501(c)(3) agency linked to workforce employment and training activities:
 - Help to reduce workforce liability risk of WC and area’s local jurisdictions
 - Unrestricted funds; opportunity to apply for grants restricted to 501(c)(3) organizations
 - WC is seeking donations/contributions in support of comprehensive oversight with value-added employment and training services
- Ethics in Government training in January 2014
- Open Meeting Law training provided by the Attorney General’s office in February 2014

A motion was made to accept the Executive Director’s report by Councilman Bob Beers and seconded by Dan Rose. Motion carried.

15. SECOND PUBLIC COMMENT SESSION

Dr. Rene Cantu, Latin Chamber of Commerce Community Foundation reported that last month they paid the first installment of the debt repayment plan and thanked the Board and staff for its support. Councilman Beers stated that there is no prepayment penalty for Latin Chamber of Commerce Community Foundation.

Ron Fletcher, Chief of Field Operations for Nevada JobConnect Offices at the Department of Employment, Training, and Rehabilitation (DETR) commented regarding Workforce Connections’ possible investment in a One-Stop Career Center location in the North Las Vegas area. Fletcher stated that DETR operates three JobConnect offices, one of which is located at 2827 Las Vegas Blvd. North. This location has been in business for the past 30 years, serves approximately 4,500 walk-in clients per month and is conveniently located within two blocks of the community college. Fletcher stated that if Workforce Connections plans on expanding its One-Stop services into North Las Vegas, to please consider using DETR’s existing location.

16. INFORMATION: Executive Committee Member Comments

None

17. ACTION: Adjournment

The meeting adjourned at 11:31 a.m.

Agenda Item 5. DISCUSSION AND POSSIBLE ACTION:
Review, Discuss and Approve staff's report regarding the Executive Committee's goals, objectives and strategies to achieve established goals and mission outlined in Workforce Connections' Two-Year Strategic Plan (April 30, 2013 through June 30, 2015)

Goal 4				
Attract, Grow and Retain Businesses - Executive Committee				
Objective	Strategy	Timeline	Measurement	Status
4.1. Create a workforce system that champions business, education, training and workforce development.	Establish strong business partners/local employers that look to Workforce Connections' One-Stop System and Career Center(s) as their first choice for employment and training services	Ongoing	<ul style="list-style-type: none"> • Give quarterly updates of Business Services activities. • At least 25 new employers per year. • At least 6 employers returning for additional services. • Host at least 2 hiring events with a minimum of 50 positions available per event. • Host 2 training events with a minimum of 100 attendees per event. 	Pending Executive Committee approval
4.2. Create a dynamic supply of trained, skilled workers to meet workforce demands of regional and industry sectors.	1. Partner with local businesses and training providers (colleges, universities, and apprenticeship trades) to gather business intelligence.	Ongoing-as driven by businesses demands.	Give quarterly updates of LEAP activities (# of members, # of meetings, actionable items, etc.)	<ul style="list-style-type: none"> • Hosted 2 LEAP meetings. Panel attendance was 12 & 14 respectively • 3rd meeting scheduled for March 19, 2014 • Added 3 new members • Participated in 4 site tours • Panel members are fully engaged
	2. Develop and coordinate training activities based on business intelligence.	Ongoing-as driven by businesses demands.	<ul style="list-style-type: none"> • Complete an evaluation by December 31, 2013 to align existing ETPL / PVL based on LEAP input, in demand jobs, training partner input, and sector initiatives. • Develop and implement by March 31, 2014 a process to maintain aligned ETPL / PVL (utilizing business intelligence from LEAP) by dynamically adding / removing trainings to meet business demands. • Report on # of changes to ETPL and PVL by June 30, 2014. 	<ul style="list-style-type: none"> • Initial evaluation / re-certification of ETPL completed • Process for maintaining ETPL is in place • 21 training providers were not re-certified • PVL has been eliminated, but pre-vocational services will still be provided as intensive services through providers

Goal 4 (continued)				
Attract, Grow and Retain Businesses - Executive Committee				
Objective	Strategy	Timeline	Measurement	Status
4.3. Align workforce development resources to be anchored by the following industry sectors: <ul style="list-style-type: none"> • Agriculture • Aerospace & Defense • Business IT Ecosystems • Clean Energy • Health & Medical Services • Logistics & Operations • Mining • Materials & Manufacturing • Tourism, Gaming & Entertainment. 	1. Team up with the Governor's Office of Economic Development and target WIA resources in support of industry sector training needs and establish a local employer advisory panel (LEAP) for the purpose of gathering and delivering real time workforce intelligence for the one stop career center.	March 2013	Local Employer Advisory Panel (LEAP) stood up and activated.	Completed June 2013
	2. Continue to support DETR's sector councils.	March 2013	<ul style="list-style-type: none"> • State economic development staff invited to Workforce Connections partnership forums. • WC staff and board members on DETR sector councils. 	Completed / On-going
	3. Allocate resources to support sector initiatives.	March 2013	Funded partners contracts include resource requirement support to industry sectors.	Completed July 2013

Agenda Item 6. INFORMATION: Business Service's Report & Presentation ~ Kenadie Cobbin-Richardson

BUSINESS SERVICES UPDATE

BUSINESS SERVICES AT-A-GLANCE

- ✓ 45 employers
- ✓ 105 job requisitions
- ✓ 7,039 Applicants
- ✓ 342 Direct Hires
- ✓ Nearly 1000 job openings in the following sectors:
 - Manufacturing
 - Construction
 - Engineering
 - Logistics
 - Office Based Services
 - Retail
 - Hospitality/Accommodation
 - Education
 - Laborers, Material Movers
 - Health & Medical Services
 - Emergency Services
 - Social, Community and Youth
 - Food Preparation and Serving Workers
 - Legal Services
 - Non-Profit
 - Accounting
 - Transportation
 - Security
 - Government

When recruiting staff, employers said they were primarily concerned with finding the best candidate who had the required education, work experience and skill level.

We have worked to cater to the need for one-to-one support which provides employers with the opportunity to discuss their own specific needs. We are working with those opportunities that could lead to a career for individuals to permanently remove them from the public workforce system.

Partial client list includes:

Al's Beef	QI Security
Amethyst Health Services	Ronald McDonald House
American Medical Response (AMR)	Sears
Golden Corral	TELUS Communications
Hilton Grand Vacations	Torrey Pines Rehabilitation Hospital
Ken's Foods	Transparent Mental Health
Keolis Transit	Wells Fargo
Ocean Spray	Women's Generation Health Care

UPCOMING ACTIVITIES

Construction Trade Expo

Wednesday, March 26, 2014

In partnership with the Regional Transportation Commission (RTC), this event will expose hundreds of job seekers to apprenticeships in the highly technical construction industry that pays more than \$17/hr.

National Association of Workforce Boards March 28-April 2, 2014

California Workforce Association (CWA) April 22-24, 2014

Kenadie Cobbin-Richardson will be presenting a workshop session: Business Services Job Fair Toolkit: A Practical Guide and Best Practices for Organizing and Conducting Successful Hiring Events. The U.S. Department of Labor has declared June as "American Job Fair Month," to promote business services to employers. Job fairs provide Business Services staff the opportunity to fast-track the meeting of jobseekers and employers, assist companies in finding skilled talent and solve workforce issues in the community. This workshop will provide a different approach to the standard job fair and will enable Business Services teams to stage creative, successful, and professional-level job fairs throughout the year.

Construction Trade Expo Bus Tour TBD

The Business Services Team will use a branded cut-a-way (minibus) to travel the community letting hundreds of jobseekers know about opportunities in construction. The minibus will be donated by RTC.

IT Career Expo TBD

This event will expose job seekers to apprenticeship opportunities in IT.

Nevada Day Super Hiring Event Wednesday, October 29, 2014

This will be the second annual super hiring event that will reach thousands of job seekers who have the opportunity to get hired on the spot.

OUTREACH VALUE

In addition to introducing employers and job seekers to One-Stop services, we have generated more than \$200K in publicity.

Agenda Item 7. DISCUSSION AND POSSIBLE ACTION:
Executive Director's Report ~ Ardell Galbreth

***Executive Director's Report
March 11, 2014***

Rural Counties Update

- **Nye County**
- Brownfields Workforce Development and Job Training Program is going strong in Pahrump
 - Attended an impressive reunion/graduation in Pahrump last Friday, February 21, 2014
 - More than 60 individuals from Pahrump and Nye County have completed three training cohorts, i.e., over 150 hours with earned certifications
- **Lincoln County**
- Workforce Connections' staff will be conducting site visits to validate service delivery and appropriate business services support to improved job placement opportunities
- Recently staff changes have taken place and staff's technical assistance will be focused on employment and training service delivery

One-Stop Career Center

- Coordination with One-Stop Career Center Consortium members has proven fruitful—as Workforce Connections and One-Stop Consortium roles are defined and recognized
- Consistency meetings are taking place and coordinated efforts are being made to oversee and deliver quality employment and training services through Workforce Connections' One-Stop Career Center
- We are in search of a new One-Stop Career Center Manager with an expected hire date in March 2014
- Scheduled One-Stop Career Center and One-Stop Delivery System service delivery training will take place on March 18, 2014—much discussion regarding business services and employers outreach strategies, protocols and implementation tactics and roles will be reviewed

Training Activities

- Workforce Development Academy on Schedule for Launch in July 2014
- Board Development Training—Open Meeting Law Training – February 2014
- Service Providers and Community/Faith Based Agencies RFP 101 Training – March 2014—Prior to release of RFPs
- Comprehensive Fiscal Accounting and Cash Management training for staff and subrecipients—successfully completed February 2014

Workforce Development Challenges

- Failed one youth measure—literacy and numeracy
 - The state’s leadership has agreed to review Workforce Connections’ unreported data and information impacting performance measures
 - According to Workforce Connections’ data/information all performance measures were achieved or exceeded
 - With Workforce Connections’ improved automated management system or tool that allows supervisors and managers to review “real time” performance, along with open communication with Nevada’s Department of Employment, Training and Rehabilitation (DETR) we do not anticipate a recurrence such as critical data not being reported for performance consideration

Workforce Activities Update

- ***Pending Legal Review:*** Revived Works for Vegas 501(c)3 for the purpose of enhancing Workforce Connections’ employment and training activities

Hip Pocket Workforce Activities

- Ongoing meetings with the State of Nevada Department of Employment, Training and Rehabilitation (DETR) regarding revising the current WIA formula distribution criteria to equalize both northern and southern Workforce Investment Areas
- Have had several meetings with Nevada’s Department of Corrections leadership and management team to discuss effective ways to deliver employment and training services to ex-offenders
- Six minute video presented by Workforce Connections Business Service Department

Agenda Item 8.

SECOND PUBLIC COMMENT:

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 and state your address for the record. Each comment will be limited to three (3) minutes

Agenda Item 9. INFORMATION:

Executive Committee Member Comments