

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

**STRATEGIC PLANNING SUBCOMMITTEE**

**Wednesday, March 22, 2023 - 2:00 p.m.**

**Teleconference Only  
1-669-900-6833  
Access code 823 3034 8355**

**MINUTES OF MEETING**

**Present:** Nancy Olsen (Chair), Ed Estipona, David Schmidt, Arianna Florence, Brett Miller, Michael Bolognini, Michael Yoder

**Also present:** Katie Gilbertson, Ken Evans, Parvaneh Carter, Troy Jordan

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

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

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

Per direction from Chair Olsen, **Katie Gilbertson** took roll call and confirmed that quorum was **not met**.

**3. VERIFICATION OF PUBLIC NOTICE POSTING**

**Katie Gilbertson** affirmed that the agenda and notice of the Governor's Workforce Development Board (GWDB) meeting on March 22, 2023, was posted pursuant to Nevada's Open Meeting Law, NRS 241.020.

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

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

**5. \*FOR POSSIBLE ACTION - Approval of December 5, 2023 meeting minutes**

**This agenda item was tabled due to the lack of a quorum.**

**Chair Olsen** noted that she will work with staff on putting together a brief meeting so as to pass this item.

**6. DISCUSSION/INFORMATIONAL ONLY – Welcome and Introduction**

**Chair Olsen** invited any members who did not attend the December meeting to introduce themselves. No new introductions were made.

**7. DISCUSSION/INFORMATIONAL ONLY– Report from Work Group**

**Chair Olsen** explained that the workgroup was tasked with working on the direction in which the state plan will go to meet the federal requirements, as well as to move it from a compliance document to a true strategic plan. Chair Olsen noted that this involves revising between 100 to 150 pages of the existing state plan, and explained that the workgroup is looking to determine the federal requirements for each section of the existing plan, and to use the previous responses, which were focused on Titles and separated out by Title, to create a more comprehensive response to the prompts from the US Department of Labor and the US Department of Education in hopes of having a true strategic plan. In addition, Chair Olsen noted the workgroup's hope to take responses from various sections to be able to pull out a two-to-three-page document that is a true living, working document. Chair Olsen explained that there is a fairly tight timeline, with a draft due to the full Board by November at the latest so as to have approval prior to the final submission to the US Department of Labor and the US Department of Education by March 1. Chair Olsen indicated that the workgroup has agreed to meet every other week for approximately an hour and a half, and that these meetings may increase in frequency as the deadline approaches. Chair Olsen concluded by noting that the workgroup is not subject to OML as it is not a decision-making body.

**David Schmidt** added that there will still be space for all of the Titles in the strategic plan to indicate their plans, and that the largest changes are focused on the overall strategic vision of the workforce system and condensing that piece of it to include both unified strategy and unique operational elements within the system.

**Chair Olsen** indicated that the only portion of the state plan on which the workgroup will be concentrating is the join portion of the state plan. Chair Olsen further indicated that there remain individual Title portions that may still require individual response from the Title and as such, the workgroup will not be focusing on those sections.

**Edward Estipona** thanked the workgroup, noting his understanding that this is a difficult task, particularly in terms of the compliance side of the labor department.

**Chair Olsen** explained that the strategic planning workgroup has held its initial meeting to discuss the task at hand, a second meeting that involved looking at the first section, and additionally has met with Chair of the GWDB Hugh Anderson and Vice Chair Ken Evans to ensure that the workgroup is on the same page as the GWDB.

**Chair Olsen** noted that the subcommittee will abide by the recommendations of the DAG to hold another meeting to approve the tabled agenda items from this meeting and assured the Subcommittee that the work of the workgroup will not be delayed.

**Edward Estipona** indicated his willingness to attend an additional short meeting where quorum is met, as long as it is posted in a timely manner, to make approvals.

**Chair Nancy Olsen** requested that Ms. Gilbertson check on the legality of this option with the DAG.

#### 8. **DISCUSSION/INFORMATIONAL ONLY -- Report from meeting with GWDB leadership**

**Chair Nancy Olsen** explained that GWDB leadership focused on the importance of having a living strategic planning piece of the state plan where progress with implementation can be shown, as well as to ensure that metrics and accountability for implementation go along with the strategic plan itself.

**Brett Miller** asked if there has been any guidance from the Governor's office on the vision.

**Chair Nancy Olsen** noted that one of the discussions that took place with David Schmidt involved getting some bullet points for updates in the economic outlook in order for the workgroup to ensure that their work aligns with that economic outlook. Chair Olsen confirmed that she personally has not yet seen any information from the Governor's office but noted that Chair Anderson or Vice Chair Evans might have different information to add.

**Troy Jordan, DETR**, indicated that he is not able to reveal the Governor's vision given that the BDR is currently going through the legislature and has not yet been made public.

**David Schmidt** explained that there is a portion of the state plan that is based on labor market and economic data and that piece will likely be updated from this point forward and will outline some of the current circumstances and conditions so as to have a starting point for the strategic elements of the plan to respond to the labor market and economic data that will ultimately be incorporated into the state plan.

**Ken Evans** explained that he and GWDB Chair Hugh Anderson sat in on a meeting where Chair Olsen outlined the committee's planned direction and noted that both he and the Chair of the GWDB are in agreement with that direction and will do whatever is in their power to support the subcommittee as it moves forward with appropriately applying and tailoring the plan to the state of Nevada.

**9. \*FOR POSSIBLE ACTION -- Approve New Structure of State Plan  
This agenda item was tabled due to the lack of a quorum.**

**Chair Olsen** noted that she will work with staff on putting together a brief meeting so as to pass this item.

**10. PUBLIC COMMENTS NOTICE (SECOND)  
Chair Olsen** invited comments.

**Ken Evans** asked if there is either a formal or informal Vice Chair in place to facilitate meetings in the case of the Chair's absence.

**Edward Estipona** volunteered for the role of Vice Chair.

**Chair Olsen** noted that the question of whether or not the appointment of Vice Chair needs to be agendized or not will be presented to the DAG.

**Ken Evans** requested that Ms. Gilbertson make a note to follow this same process in the other subcommittees.

There was no additional public comment.

**11. ADJOURNMENT**

**Chair Nancy Olsen** adjourned the March 22, 2023 meeting of the GWDB Strategic Planning Subcommittee.

**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 http://notice.nv.gov/](http://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.