

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

EXECUTIVE COMMITTEE

Wednesday, May 15, 2024 - 2:00 p.m.

Teleconference Line: 1 669 900 6833

Meeting ID: 896 1224 9971

Passcode: 502834

MINUTES OF MEETING

Present: Vice Chair Ken Evans (Vice Chair), Jerrie Merritt, Crystal Slaughter, Robert Benner, Scott Hammond, Scott Black

Absent: Hugh Anderson

Also present: Katie Gilbertson, Janiese Clyne, Susan Brager, Tiffany Tyler-Garner

1. CALL TO ORDER - OPENING REMARKS

Vice Chair Evans, called the meeting to order and welcomed participants.

2. ROLL CALL - CONFIRMATION OF A QUORUM

Katie Gilbertson, OWINN, took roll and confirmed the presence of a quorum.

3. VERIFICATION OF PUBLIC NOTICE POSTING

Katie Gilbertson verified that the meeting had been publicly posted pursuant to Nevada Open Meeting Law, NRS 241.020.

4. FIRST PUBLIC COMMENT(S) NOTICE

Vice Chair Evans opened the first period of public comments. There was none.

5. *FOR POSSIBLE ACTION - Approval of March 13, 2024 meeting minutes

Vice Chair Evans called for a motion to approve the meeting minutes from March 13, 2024.

It was moved by Jerrie Merritt and seconded by Scott Hammond to approve the March 13, 2024 minutes. The motion carried.

6. *FOR POSSIBLE ACTION – Revisions to State Compliance Policies (SCPs) 3.10 – Program Income, 3.12 – Recovery of Tuition and Training Refunds, and 3.8 – Transfer of Funds Between Programs

Vice Chair Evans introduced Janiese Clune and noted that SCP 3.8 would be withheld from the agenda for future discussion.

Janiese Clyne, ESD Program Chief, WISS, presented revisions to SCPs 3.10 and 3.12, beginning with SCP 3.10. Ms. Clyne shared that policy 3.10 reviewed program income requirements and guidelines, providing guidance to local workforce development boards on income generated through DETR-awarded funds. The policy was revised to update the Workforce Investment Act (WIA) to the Workforce Innovation and Opportunity Act (WIOA) and to improve the document format. New figures were included to clarify the application of program income, and additional resources from the Employment and Training Administration (ETA) were referenced, including the

updated ETA 9130 financial reporting. She explained that since 2005, new Training and Employment Guidance Letters published by the Department of Labor were incorporated into this revision. Changes from WIA to WIOA were highlighted, and updates were made to the Workforce Innovation Support Services (WISS). This policy replaced the July 2005 WIA policy, providing updated guidance on income generation, reviewing authorities and references, and ensuring WIOA compliance. The policy detailed program income definitions per 2 CFR 200.80, specifying types of income and federal requirements. It clarified methods for calculating and applying program income, including deduction, addition, and cost-sharing/matching methods. Each method's application was explained with examples and figures, emphasizing compliance with federal guidelines. Additionally, the policy covered the recovery of WIOA tuition and training refunds, applicable to all subrecipients and service providers. This section also replaced WIA references with WIOA, updated document formatting, and included relevant 2 CFR and 20 CFR references. The policy aligned with State Compliance Policy 1.13 on enforcement and repayment.

Next, Ms. Clyne presented revisions to SCP 3.12 which addresses the recovery of tuition and training refunds, providing guidance and procedures for local boards regarding the recovery of WIOA funds. This policy applies to all subrecipients and service providers. It was revised to update references from WIA to WIOA, and to include references from 2 CFR and 20 CFR that were not in the previous policy. The document format was also updated, and Workforce Innovation Support Services (WISS) were referenced. The purpose of the policy, in accordance with the WIOA final rule, is to establish procedures for recovering WIOA tuition and training refunds. The policy also addresses form adding issues and includes any state-imposed requirements in bold italicized type. It references relevant authorities, including WIOA final rules and additional 20 CFR policies and 2 CFR codes. The background section aligns with WIOA regulations, specifically referencing 20 CFR 683.410(a)(1) and updating the old WIA final rule to 20 CFR 667.410(a)(1). The policy includes procedures for handling WIOA tuition and training refunds and references State Compliance Policy 1.13 on enforcement and repayment.

Vice Chair Evans called for a motion to approve State Compliance Policies (SCPs) 3.10 – Program Income and 3.12 – Recovery of Tuition and Training Refunds. **It was moved by Scott Black and seconded by Jerrie Merritt to approve State Compliance Policies (SCPs) 3.10 – Program Income and 3.12 – Recovery of Tuition and Training Refunds. The motion carried.**

7. **DISCUSSION/INFORMATIONAL ONLY – Update on WIOA State Plan and GWDB Strategic Plan**

Katie Gilbertson began with a quick update on the WIOA State Plan. She noted that the plan must be approved by June 1st. Revisions for four out of the five sections were successfully completed and sent back to the Department of Labor and Department of Education on time. Gratitude was expressed to Janiese Clyne and Nancy Olsen for their help with the revisions. Despite the numerous revisions, the process went smoothly, and the team is close to finalizing the WIOA state plan.

Scott Hammond added that the Strategic Plan Task Force reconvened last week and reviewed feedback from 75-80 stakeholders on their strategic plan. The feedback highlighted the need for more specificity, data, metrics, and a mission statement. The Task Force synthesized the feedback and is currently revising the plan. Mr. Hammond said they plan to send the revised plan to the board for approval without seeking further feedback from stakeholders. They are on schedule to finalize the plan by the end of June.

Vice Chair Evans expressed his admiration for Ms. Gilbertson, Ms. Clyne, and Ms. Olsen for staying on top of the WIOA State Plan. He also thanked Mr. Hammond for his work with the GWDB Strategic Plan.

8. **DISCUSSION/INFORMATIONAL ONLY – OWINN Annual Report and Remarks from Director**

Scott Hammond informed that the OWINN Annual Report is finished, and his team is working on printing the report and disseminating digitally. Regarding Director Hammond's vision for the

Office of Workforce Innovation, he expressed that the agency is focusing on defining its role and vision, particularly emphasizing K-12 education and internships. They aim to serve as a convenor, connecting private enterprises with the education system to create robust work-based learning opportunities for students. This includes internships where students can learn soft skills and gain practical experience, potentially leading to employment post-graduation. Director Hammond highlighted Cristo Rey schools as a model, where students engage in internships from freshman to senior year. The agency is developing pipelines in three key areas: teaching, healthcare, and sustainable energy, with a focus on the lithium loop. These pipelines require strong connectivity between K-12 students and private enterprises. He mentioned a major initiative is creating a one-stop shop digital platform for internships and apprenticeships. This platform will allow students and individuals to find available opportunities and showcase their credentials in a digital wallet. The goal is to enhance work-based learning and apprenticeship programs, ensuring students are well-prepared for the workforce.

Vice Chair Evans thanked Director Hammond and shared that he received an honorary degree from the College of Southern Nevada. He noted the college's involvement in healthcare, renewable energy, and teaching. Vice Chair Evans expressed gratitude for the recognition and emphasized the ongoing efforts and partnerships between public and private entities in Nevada to bring their vision to reality. He thanked the College of Southern Nevada for including them in these efforts.

9. **DISCUSSION/INFORMATIONAL ONLY – Discussion on Board Development**

Vice Chair Evans commenced the dialogue with the goal of the conversation around board development is to continue the momentum from the Governor's Workforce Development Board training held in April with the National Governor's Association (NGA) and Wendy and what is the executive committee's role in advancing these efforts.

Scott Hammond emphasized the importance of maintaining the momentum from recent efforts in the right direction. He stressed the need for board members to understand their roles, ask the right questions, and know their impact to make the board more effective. The training received from Wendy in Idaho and the NGA was valuable, but there's more to learn from other successful boards. Mr. Hammond suggested inviting experienced individuals like Manny Lamarre, the first director of OWINN, to share insights and compare past and current practices. Mr. Hammond advocated for reaching out to other states to learn best practices and see how they can be adapted locally, acknowledging that direct adoption may not always be possible but can still inspire effective strategies for their state.

Katie Gilbertson contributed that the Strategic Plan being developed based on extensive stakeholder feedback will be a foundational document for the Board's future direction. She emphasized that this plan would provide a framework to guide the board's development, helping to define goals and metrics for measuring progress. Ms. Gilbertson highlighted this as a critical juncture for the Board and expressed optimism about its potential impact.

Vice Chair Evans outlined his intention to integrate discussions and training on board development into all future agendas to keep it a priority. He emphasized the importance of learning from other state boards to adapt lessons learned and improve governance. Vice Chair Evans appreciated Wendy from Idaho stressing the journey of boards becoming valuable and providing return on investment rather than adversarial relationships. He anticipated making concrete space in future agenda items to build on the progress started in April.

10. **DISCUSSION/INFORMATIONAL ONLY – Childcare Subcommittee Update**

Susan Brager, Chair of the GWDB Childcare Subcommittee, presented an overview of recent progress made within the Childcare Subcommittee, including an interview with the Washington Post regarding the cost of childcare in Nevada and efforts that are being made to improve the system. Ms. Brager also shared they have been actively involved with Briana Carroll with Skyluna which operates a daycare that also accommodates working parents. They had productive discussions with Director Hammond and Chair Evans about future plans, including potential

locations like a former Kmart and fundraising strategies. Ms. Brager emphasized the importance of resolving logistical challenges to enhance the local economy and facilitate employment.

Scott Hammond added that they have reached out to two entities: Bob Finch from Station's Casino regarding their childcare building, though Bob has retired, and NAIOP, who are assisting with finding a suitable 25,000 to 30,000 square foot location near several elementary schools. Mr. Hammond expressed optimism about advancing the demonstration project, citing support from someone within the industry.

11. DISCUSSION/INFORMATIONAL ONLY – Barriers and Underserved Populations Subcommittee Update

Dr. Tiffany Tyler-Garner, Vice Chair of the GWDB Barriers and Underserved Populations Subcommittee, reported the Subcommittee's commitment to state-wide solutions for disproportionately impacted populations in unemployment, identifying these groups by region. She emphasized collaboration across initiatives, including participation in the Disconnected Youth Coalition to ensure alignment with broader efforts. Dr. Tyler-Garner also highlighted insights from a national group on skilled individuals from alternative routes (STARs) like military service, aiming to leverage this for Nevada's workforce, where they constitute 66%. The focus remains on youth inclusion and community engagement in finding viable solutions, led by Vice Chair Evans to narrow efforts towards impactful outcomes in the next year.

Vice Chair Evans contributed that the goal is to engage with individuals disproportionately impacted by employment challenges, seeking their feedback on improving access, awareness, and sustainable career paths with livable wages. Efforts include outreach across northern, southern, and rural regions, with recent focus on tribal communities. Board member Evelyn Thompson-Hilbert was recognized for her dedication to gathering input directly from those served, prompting system adjustments. The aim aligns with strategic plan development to implement mechanisms for change, aiming for visible results within the next 6 to 8 months.

12. DISCUSSION/INFORMATIONAL ONLY – New Business from Executive Committee Members

Vice Chair Evans called for any new business. There was none.

13. SECOND PUBLIC COMMENT(S)

Vice Chair Evans opened the second period of public comments. There was none.

14. ADJOURNMENT

The May 15, 2024 meeting was adjourned.

Notice of this meeting was posted on or before 9 a.m. on the third day prior to the meeting at the lobby of 1 Harrah's Court, Nevada Building 3rd Floor MC29, Las Vegas, NV 891119. OWINN's Public Meetings website <https://gowinn.nv.gov/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 Website at <https://gowinn.nv.gov/meetings/> may be requested from Katie Gilbertson at 1 Harrah's Court, Nevada Building 3rd Floor MC29, Las Vegas, NV 891119; or call (702) 486-8080.