

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

**EXECUTIVE COMMITTEE**

**Wednesday, March 19, 2025 – 2:00 p.m.**

**Phone Line: 1 669 900 6833**

**Meeting ID: 898 0523 1670**

**Passcode: 888210**

**MINUTES OF MEETING**

**Present:** Don Soderberg (Chair), Marche Sneed, Robert Benner, Jerrie Merritt

**Absent:** Councilman Scott Black

**Also present:** Kara Abe, Tiffany Vazquez

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

**Chair Soderberg** called the meeting to order.

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

**Tiffany Vazquez, OWINN**, called roll and confirmed that a quorum was present.

**3. VERIFICATION OF PUBLIC NOTICE POSTING**

**Tiffany Vazquez** verified that the meeting had been publicly posted pursuant to Nevada Open Meeting Law, NRS 241.020.

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

**Chair Soderberg** read the notice into the record as follows: "Members of the public on remote technology are invited to provide 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."

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

**5. \*FOR POSSIBLE ACTION – Approval of December 11, 2024, Meeting Minutes**

**Chair Soderberg** called for a motion to approve the meeting minutes from December 11, 2024. **It was moved by Jerrie Merritt and seconded by Marche Sneed to approve December 11, 2024, minutes. The motion passed.**

**6. \*FOR POSSIBLE ACTION – Revisions to State Compliance Policies (SCPs) 1.8 - Adult Program Design, Career, and Training Services, 1.15 - Adult/Dislocated Worker Support Services & Needs-Related Payments (NRP), 2.2 - Workforce Innovation and Opportunity Act Youth Program Design, and 5.8 - Governor's Reserve Funding Set Aside for Pilot Projects**

**Chair Soderberg** acknowledged Kara Abe to present four state compliance policies that have been revised to be presented to the committee for approval.

**Kara Abe, ESD Program Chief, WISS**, emphasized the importance of the State Compliance

Policies; they are necessary for the efficient and stable operation of Nevada's workforce system. These non-substantive policy changes require approval from the Governor's Workforce Development Board's Executive Committee before being posted for publication.

**SCP 1.8** covers adult program design for career and training services. The revision outlines program requirements for adult dislocated worker programs and aligns with WIOA's employment and training activities, which are divided into career and training services. The eligibility requirements for each category are detailed in the policy.

The policy revision provides clear and concise guidance to local workforce boards for local area policy development and removes references to the rescinded TEGL 315. The policy has been updated to include new TEGLs reflecting the latest Department of Labor directives.

Additionally, references to the Nevada Technical Assistance Guide (TAG) 15, 3, will be removed, and it will sunset upon policy approval. References to the TAG have been replaced with updates to the state compliance policy. Attachment A has also been removed as it is no longer relevant following the inclusion of the prior policy in 2016.

**SCP 1.15** outlines WIOA requirements for adult dislocated worker programs, supportive services, and needs-related payments. The revisions include the removal of references to the rescinded TEGL 315 and the incorporation of newly issued TEGLs to reflect the latest changes from the Department of Labor. A more comprehensive list of allowable and disallowable services, as per 20 CFR 680.900, has been added to clarify ambiguous language from the prior policy. Additionally, outdated references to the older management information system, OSOS, have been replaced with references to the current system, EmployNV.

**SCP 2.2** outlines the program requirements for WIOA youth programs. The revision aims to update the formatting, federal regulations, and references throughout the policy. Hyperlinks have been added for easier access to reference documentation. The policy is revised for compliance and to provide clear guidance to the boards. Additionally, Attachment A has been removed as it is now considered obsolete.

**SCP 5.8** is the policy on the Governor's reserve funding and set-aside for pilot projects. It outlines the requirements for using reserve funds in special projects and monitoring the funding. Revisions address an audit finding from the Department of Labor, which identified insufficient subrecipient monitoring and oversight procedures. The updated guidance, now included in Nevada's Technical Assistance Guide 25-2, clarifies the process and monitoring procedures for these funds.

**Chair Soderberg** opened the floor for questions regarding the policy updates. There were none. The Chair then called for a motion to approve SCP 1.4, SCP 1.6, SCP 2.1, and SCP 3.8.

**It was moved by Jerrie Merritt and seconded by Marche Sneed to approve State Compliance Policies (SCPs) 1.8 - Adult Program Design, Career, and Training Services, 1.15 - Adult/Dislocated Worker Support Services & Needs-Related Payments (NRP), 2.2 - Workforce Innovation and Opportunity Act Youth Program Design, and 5.8 - Governor's Reserve Funding Set Aside for Pilot Projects. The motion carried.**

## **7. \*FOR POSSIBLE ACTION – Revisions to Bylaws**

**Chair Soderberg** discussed the need for revisions to the board's bylaws. The changes included updating the board's name to the Governor's Workforce Development Board, removing outdated information, and clarifying the appointment process for subcommittee chairs and members. The goal was to ensure the subcommittees remained manageable in size and did not become too large, while still allowing for participation from non-voting members. The changes were proposed to be voted on by the full board in the next meeting.

1. Replace "State Board" with "GWDB"

2. In Section 1.4, the language was revised to focus on counties rather than cities, aligning with the board's geographical focus.
3. In Section 2.2, the staggering of terms was removed as it was deemed redundant.
4. Section 4.2 on industry sector councils was removed, as these are now managed by the local boards.
5. Regarding subcommittees, changes were made to clarify that the board chair, or their successor, will appoint both the chair and vice chair of each subcommittee. This prevents situations where a vice chair who is not a board member could cause actions to be invalid.
6. The process for appointing subcommittee members was revised. The Executive Committee will now appoint voting members, ensuring a more structured and consistent process. Input from subcommittee chairs will still be considered, and the process will be more formalized.
7. The bylaws now allow for up to four non-voting members per subcommittee, with a preference for keeping subcommittees at no more than 11 members to maintain efficiency. Non-voting members can still provide input and assistance informally.

**Chair Soderberg** called for a motion to approve the revisions to the bylaws. **It was moved by Rob Benner and seconded by Jerrie Merritt to approve the revisions of the bylaws. The motion carried.**

**8. \*FOR POSSIBLE ACTION – Discussion on restructuring subcommittees and adding a new subcommittee**

**Chair Soderberg** discussed the formation of a new subcommittee focused on employer engagement and economic development. The subcommittee's role would be to assist Department of Employment, Training, and Rehabilitation (DETR) and the local boards in their recruitment and training efforts, and to keep the board informed about economic development trends. The goal is to engage employers into the workforce system. The purpose of the subcommittee is outlined below:

1. Responsible for exploring methods and strategies for outreach to Nevada employers and integrating employer needs within the Nevada public workforce system.
2. Aim to foster collaboration between local businesses and organizations focused on economic development and workforce development
3. Provides guidance and input to ensure that workforce initiatives align with the needs of employers and promote economic growth.
4. This subcommittee will advise the Board on the status of the State's economic development efforts and how the Nevada workforce system can assist in these efforts.

**Marchele Sneed** emphasized that when considering members for this subcommittee, it is important to ensure balanced representation from across the entire state, including rural areas, as well as the north and south. The board's composition, with the addition of new members, is now more reflective of this diverse representation.

**Chair Soderberg** called for a motion to add the Employer Engagement and Economic Development subcommittee. **It was moved by Rob Benner and seconded by Jerrie Merritt to add the Employer Engagement and Economic Development Subcommittee. The motion carried.**

**9. DISCUSSION/INFORMATIONAL ONLY – New business from Executive Committee members and next steps**

**Chair Soderberg** mentioned a presentation from Caleb Cage who represents an association that has to do with battery technology for the next meeting.

**10. SECOND PUBLIC COMMENT(S)**

**Chair Soderberg** opened the second period of public comment. There were none.

11. **ADJOURNMENT**  
**The March 19, 2025 meeting was adjourned.**