



Board Meeting  
Friday, February 13, 2009  
Northern Nevada Electrical Training Center

Minutes

1. Call to Order and Introductions: Geoff Wilson called the meeting to order at 9:09 A.M.
2. Board Member Introductions and Confirmation of Quorum

Nevadaworks Council Members Present: Dick Bell, Nate Clark, Gail M. Conkey, Alan Darney, Ken Dugan, Deborah Enos, Ardell Galbreth (for Cindy Jones), Jeff Griffin, Aki Korhonen, M. Wayne Miller, Jim Nelson, Vicki Newell, Kris Wells, Geoffrey Wilson, Brad Woodring

Nevadaworks Council Members Absent: Jim Annis, Jeff DeMatei, Lawson Fox, Valerie Glenn, Al Kramer, Tony Ramirez, Russ Romine, Marcel Schaerer, Greg Smith, Len Stevens, Tom White, Juliette Taylor- DeVries

Local Elected Officials Present: Roger Mancebo (for Darin Bloyed), Dan Cassinelli, Phyllis Hunewill, Austin Osborne (for Bob Kershaw), Mike Page, Jerrie Tipton, Gwen Washburn, Bonnie Weber

Local Elected Officials Absent: Richard Carney, Al Kramer, Charlie Myers, Michael Olson, Chris Schmidt

Staff Present: Tom Fitzgerald, John Thurman, Claudia Crawford-Smith, Linda Devon, Patti Kienas, Beth Wicks

Guests Present: Kelly Karch, Michelle Garton, Nancy Rutherford, James Baushke, Roberta Ramsey, Kathie Holbrook, Cloyd Phillips, Michael Pennington

A quorum of the Nevadaworks Council and the Local Elected Officials was determined present.

Geoff Wilson asked the Board Members to each comment on how the downturn in the economy is affecting their industries and their locations.

Presentation of Board Member Awards: Tom Fitzgerald on behalf of Al Kramer presented Jim Baushke and Roger Mancebo with awards for their time on the board. Tom Fitzgerald also announced that Nevadaworks has an award for Ed Fowler who was absent from the meeting.

3. Public Comment: None

4. Discussions/Possible Action

A. Nevadaworks Board Meeting Minutes, October 17, 2008: No Corrections were noted. Phyllis Hunewill made a motion to approve the minutes and Wayne Miller seconded. The motion passed unanimously.

B. Executive Committee Report: Geoff Wilson noted that the Executive Committee discussed getting more info from the Board Members on what is going on in their industries and areas. The committee also discussed the board retreat that will be coming up in June.

C. CEO Report: Tom Fitzgerald noted that the follow-up to the Business/Education Dialog that Nevadaworks held has been put on hold for an indefinite period of time. The Workforce Survey process has begun. The face to face interviews will be starting very soon. The all day Board Retreat on Friday June 12, 2009 will be held at Montreux Country Club. The meeting will take place from 9:00am to 4:00pm. A speaker from the Wadley Donovan group will explain the workforce survey results during a lunch presentation at the retreat. Several Council members term end as of June 30, 2009. The Workforce Investment Act requires at least 50% of the Council must be from the business community. Tom asked that Board members forward any contact information on people/businesses who might be interested in serving on the Council. Board members also need to forward ideas on topics of discussion at the retreat.

John Thurman updated the Board on the Request for Proposals for the Adult, Dislocated Worker, In School Youth and Out of School Youth programs processes that are currently going on. Nevadaworks notified over 150 agencies about the proposals. A technical assistance workshop was held to answer questions. Vicki Newell made the motion as follows: *The Nevadaworks Board authorizes the Nevadaworks staff to coordinate with Nevadaworks Board volunteers, all Request for Proposals received, and to award funding in the best manner possible, to meet current northern Nevada workforce training needs.* Phyllis Hunewill seconded and the motion passed unanimously.

Nevadaworks will be receiving additional funding from the Federal Economic Stimulus Act. There are currently a lot of unknowns on the details although it is known that there is an urgency to get the programs going quickly. Vicki Newell made the motion as follows: *The Nevadaworks staff, on behalf of the Nevadaworks Board, is hereby authorized to respond to and award any federal stimulus monies received at any time this calendar year in the best manner possible, to meet current northern Nevada workforce training*

*needs, such actions must receive prior approval by the Nevadaworks Executive Committee.* Roger Mancebo seconded and the motion passed unanimously. The Board would like electronic updates from the CEO on the stimulus funding.

Nevadaworks' current Local Plan has a priority for funding statement that is now outdated and restricts the funding. Vicki Newell made the motion as follows: *The Nevadaworks Board hereby suspends the priority of funding percentages of the Nevadaworks Plan and directs Nevadaworks staff to provide funds to awarded programs in the manner most consistent with current workforce needs.* Gwen Washburn seconded and motion passed unanimously.

D. Bylaws Amendment: In order to enable electronic means for Council, Board and LEO meetings a change must be made to the bylaws. The LEO's already approved the changes to their bylaws at their meeting on December 30, 2008. Jeff Griffin made the motion of an addition to the Nevadaworks Council Bylaws under the Meeting Procedures Section as:

*Meetings may also take place via telephone, internet live streaming, or any other electronic means.*

*Individual items, such as audit reports, budget adjustments and other similar events may be submitted to the Board for review and approval via email. In such events, Board members will have a specified time frame in which to review submitted information and through a reply-all response, ask any questions and/or vote for or against said information. Results will be kept on file in Nevadaworks offices. A summary of any such actions will be reported at the next regularly scheduled Board meeting.*

Vicki Newell seconded and the motion passed unanimously.

Roger Mancebo made the motion of an addition to the Nevadaworks Board bylaws under the Meeting Procedures Section as:

*Meetings may also take place via telephone, internet live streaming, or any other electronic means.*

*Individual items, such as audit reports, budget adjustments and other similar events may be submitted to the Board for review and approval via email. In such events, Board members will have a specified time frame in which to review submitted information and through a reply-all response, ask any questions and/or vote for or against said information. Results will be kept on file in Nevadaworks offices. A summary of any such actions will be reported at the next regularly scheduled Board meeting.*

Bonnie Weber seconded and the motion passed unanimously.

E. Financial Report: The Audit was received by the Board and approved by an electronic vote.

## 5. Presentations

- A. Community Services Agency — In addition to providing training to the clients, Community Services Agency is helping with housing, transportation, utilities assistance and food assistance in order to make the clients successful. Cloyd Phillips distributed handouts with information on the clients by zip code, age and gender. Community Services Agency was just in the start up phase of the contract at the last Board meeting but they are now in full swing of the program.
- B. DETR - Ardell Galbreth explained that although DETR has been designated as the One Stop Operator, the Nevadaworks Board still has the oversight responsibility over the center. The JobConnect offices are overwhelmed with the volume of unemployed individuals that are currently being seen at the centers. Kathie Holbrook, Manager of the Reno JobConnect office spoke about the many Rapid Response events that her staff and the JOIN staff have been attending. Individuals are encouraged to use the internet at home, if possible, for most services to reduce crowding in the JobConnect centers.
- C. Workforce Issues - John Thurman presented comments from our contractors on changes they are seeing with the downturn in the economy. Some of the comments were adults are taking jobs that were previously held by youth, youth are unable to take jobs because they are required by their families to stay home and babysit siblings who have been pulled from daycare, the starting wages are lower than have been in the past and staff were under more stress as they sympathize with the clients.

Claudia Crawford-Smith added a Department of Labor workshop in Baltimore in January 2009 and gave a recap of what was discussed. The problems that we see in Northern Nevada with a lack of computer skills in clients and trying to fully integrated the One Stop system are echoed throughout the entire nation. One of the best practices was the Work Share program where the employees were able to keep their jobs with reduced hours while they continued to collect unemployment.

John Thurman showed a power point presentation from My Journey Home, a Nevadaworks contractor that is servicing clients that are reentering into society after prison.

- D. Board Discussion — this topic was previously discussed during the Board introductions.
6. Next Meeting Date and Location — The next meeting will be on June 12, 2009, Friday, from 9am to 4pm. The location is at the Montreux Golf Clubhouse. Kris Wells, AT&T, was very instrumental in getting our meeting set up there because of AT&T's membership.

## 7. Adjournment

A motion was made to adjourn the meeting, the motion was seconded. The motion passed unanimously. Meeting ended at 11:55 A.M.