

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

**Strategic Planning Subcommittee**

Tuesday, January 5, 2021 – 3:00 p.m.

**TELECONFERENCE ONLY**  
**1-669-900-6833 | Meeting ID 811 6236 0522**

**MINUTES OF MEETING**

**Present:** Nancy Olsen, Chair, Jamie Cruz, William “Larry” Fagerhaug, Jenny Casselman, Mechelle Merrill, Craig Statucki, John Thurman, Ryan Cordia

**Absent:** Ann Silver, Aaron West, Craig von Collenberg, William “Bill” Stanley

**Also present:** Andres Feijoo, (OWINN), Joan Finlay, (OWINN), Douglas Owen (Koch)

**1. OPENING REMARKS**

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

**2. ROLL CALL - CONFIRMATION OF A QUORUM AND VERIFICATION OF PUBLIC POSTING**

Per direction from Chair Nancy Olsen, Andres Feijoo took roll call and confirmed the presence of a quorum.

**3. VERIFICATION OF PUBLIC POSTING**

Andres Feijoo affirmed that the agenda and notice of the GWDB Strategic Planning Subcommittee meeting on January 5, 2021, was posted pursuant to Nevada's Open Meeting Law, NRS 241.020.

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

Chair Olsen read the notice into the record as follows: “Members of the public are invited to 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. At my discretion, in the interest of time, public comments will be limited to three minutes per person.”

There were no comments.

**5. FOR POSSIBLE ACTION – Approval of December 1, 2020 Minutes**

Chair Olsen called for a motion to approve the December 1, 2020 draft meeting minutes of the GWDB Strategic Planning Subcommittee. It was moved by Jamie Cruz. and Ryan Cordia seconded the motion. John Thurman Abstain. The motion passed.

**6. DISCUSSION/INFORMATION ONLY – 2022 State Plan Revision vs 2024 Revisions–**

Chair Olsen explained that based on feedback she received from US DOE there are no specific required revisions for the 2022 mid cycle revisions other than the section on the state’s economy. But there has been a desire from state board members to move the state plan from a compliance document to a true strategic plan. She suggested having more targeted revisions this time around so that there can be focus on areas of the highest need and then work on a more comprehensive plan for 2024.

**Larry Fagerhaug** asked the Chair if she had specific target areas she wanted to focus on.

**Chair Olsen** said yes.

## 7. FOR POSSIBLE ACTION – Targeted Revision for State Plan

**Chair Olsen** explained the documents that were sent to the group before the meeting. She went over the scope of work for the work group Common Processes and Customer Flow. She went over the language of this area in the current state plan and said many of the objectives and measures of success have not been reached. The scope of work for this work group will look at the strategies in the current plan and determine what is working, what is not working, what is missing etc. She also shared the recommendation form the Work Groups will use to suggest changes to the state plan.

**John Thurman** asked if the Department of Labor’s guidance on the state plan will be the same as last time or if it changed.

**Chair Olsen** said, based on conversations she had, she did not expect any significant changes to the structure of the state plan.

**John Thurman** asked if there has been a person designated to write the final plan.

**Chair Olsen** said while there will be a discussion about this on one of the upcoming agenda items, she is willing to take on that responsibility if necessary.

**Jaime Cruz** commented that he was pleased this plan will be more focused on alignment and integration and serving those most in need.

**Chair Olsen** said that while the state plan is problematic and integration and alignment is lacking, there is good work being done around the state in workforce development. She also commended the Mississippi state plan document.

**Larry Fagerhaug** asked if other subcommittee’s efforts on measuring progress and working towards a dashboard connect with the measurements this subcommittee wants to look into for the state plan.

**Chair Olsen** said the performance and reporting subcommittee probably wants their measurements to be more concrete. She said the state plan goes into, for examples, barriers to employment but does not specify what the measurements of success are to overcome those barriers.

**John Thurman** said the US Department of Labor had just released new guidance on the requirement of adult clients under Title I and 51% or more of those clients need to be low income.

**Chair Olsen** said that it might be appropriate in that particular case to have a system wide measure. The work groups and stakeholders could probe these types of questions.

**John Thurman** said different title programs have different funding sources so they come with different reporting and performance levels. It is difficult to get everything aligned.

**Jenny Casselman** said there are disparate funding sources under WIOA. Each funding sources has different reporting requirements. Data does not mean anything unless a story can be told about it.

**Aaron West** said that to an outsider it looks like there are different funding sources and there are different metrics for those funding sources. He asked how do we incentivize more of our funding sources to work together to bring a better system in support of people in need and how to leverage our existing resources for maximum impact.

**Chair Olsen** said the only measures currently in the state plan are the required federal measures. She said she does not necessarily support adding performance measures but she does think there should be progress measures. There is no way right now to determine if the strategies in the state plan have been accomplished or not. She cannot say that Title II is fully integrated in the system.

**Larry Fagerhaug** said that goals without ways to measure them are not useful. The recommendations form is a qualitative recommendation so he questioned how goals can be measured.

**Chair Olsen** said the goals are already in the state plan. She said she did not want to put that many goals and strategies going forward.

**John Thurman** said the current state plan goals looks like what the relevant TEGL asks to include.

**Chair Olsen** said it is little bit. She referred to a document she previously sent out that had the outline of the state plan of sections that are not title specific. The format of the state plan can change as long as we answer the questions asked. She said the first round of revisions should focus on the most important information on the state plan. It must be explained why certain sections were not revised.

**Larry Fagerhaug**, referring to the document **Chair Olsen** showed, said it had goals and activities and the goals activities were aligned but there were no measurements tied to them. He wanted to know how we know we are being successful following the state plan if there are no measurements for progress.

**Chair Olsen** agreed and said that is why she shared the Mississippi state plan because they do offer measurements of progress. She said we need to address how goals will be measured.

**Larry Fagerhaug** said the “assessment” section of the current state plan is inadequate.

**Chair Olsen** said the Mississippi example is the best she has found because it shares measurements of progress.

**Chair Olsen** asked about the group’s view on having more targeted revisions instead of sweeping revisions for the modifications due in 2022.

**Mechelle Merrill** said she felt that targeted revisions sounds like it would be easier to do but if the thought was to not do a “compliance” document and have a plan that is more meaningful, would just doing targeted revisions accomplish that. She was not sure what approach to support.

**Chair Olsen** said the state plan revision process would not stop with the current revisions and that we do what was manageable now. Too much of the state workforce system is siloed.

**Chair Olsen** asked **Jaime Cruz** and **John Thurman** if they were familiar with the One-Stop System Academy.

**Jaime Cruz** said Workforce Connections convenes a monthly training sessions among the system partners from the different titles. They call in system cross training. But he had never heard of the One-Stop System Academy.

**Chair Olsen** said it is important to see what parts of the state plan are still relevant and which parts are not relevant.

**Jaime Cruz** said he heard of something similar to an academy from many years ago but he was uncertain. He said, however, there are monthly gatherings of title programs doing cross training.

**Chair Olsen** said there might not need to be a vote on this agenda item.

## 8. **DISCUSSION/INFORMATION ONLY – Number of Work Groups**

**Chair Olsen** asked if the group was comfortable with having two work groups out of five.

**Larry Fagerhaug** asked what the five work groups were.

**Chair Olsen** said the five original work groups were common processes and customer flow, performance and continuous improvement, data and accountability, services to youth, and career pathways. She felt common processes and customer flow was the most important and there are gaps currently in data and accountability.

**Larry Fagerhaug** asked what the data and accountability work group will do.

**Chair Olsen** said the sections of the state plan that deal with data and accountability should be looked at.

**Chair Olsen** said the worked groups are planned to start in March. She said she tabled agenda item 7. She also tabled agenda item 8.

9. **DISCUSSION/INFORMATION ONLY – Use of Outside Coordinator**

**Chair Olsen** discussed the use of an outside coordinator to help out this subcommittee and her support of it  
**Andres Feijoo** discussed the possibility of hiring an outside coordinator.

10. **PUBLIC COMMENTS NOTICE (SECOND)**

**Chair Olsen** read the notice into the record as follows: “Members of the public are invited to 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. At my discretion, in the interest of time, public comments will be limited to three minutes per person.”

**There were no comments.**

11. **ADJOURNMENT – The January 5, 2021 meeting was adjourned.**

**Notice of this meeting was posted on or before 9 a.m. on the third day prior to the meeting on the Internet at:**

OWINN’s Public Meetings website - <http://owinn.nv.gov/GWDB/Performance and Reporting Subcommittee 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 Web site at <http://owinn.nv.gov/GWDB/ Performance and Reporting Subcommittee Meeting> and may be requested from the Executive Director’s Office at 555 E. Washington Ave, Las Vegas, Nevada or call (702) 486-8080