

WORKFORCE PARTNERSHIP OF GREATER RHODE ISLAND
Workforce Investment Board
Meeting Minutes
October 12, 2004
Pawtucket netWORKri Office

WIB voting members present included:

Sue Babin	Mike Cassidy	Diane Cook	Joe Crowley	Joe DesRoches
Ken Cahill	Ray Filippone	Paul Harden	Diane Karcz	Steve Kitchin
Dorothy Mattiello	Sharon Gaine	Paula Morris	Jane Nugent	Paul Ouellette
Fred Ricci	Paula Santos	Ed Sneesby	Frank Sullivan	Pat Talin
Brian Wallin	Richard Westlake	Steve Wilson		

WIB voting members absent included:

Vin Balasco	Stacey Carter	Vanessa Cooley	Joe DeSantis	Peter Koch
Joan Lariviere	Fred Pendlebury	Betty Pleacher	Linda Sanchez	William Sanchez
Ernie Vergano				

Others in attendance included:

Donna Treglia	Sandra Powell	Kathy Partington	Linda Hutnak	Richard D'Iorio
Patricia McCrea	Gloria Hole	Ed Lombardo	Marie Deroche	Geri Guardino
Tom Fay	Mike Koback	Barbara Irish	Nancy Olson	Carlos Ribeiro
Arthur Jodoin	Janice Lepizzera	Maureen Palumbo	Dale Soderlund	

Chairman Steve Kitchin called the meeting to order at 8:15 a.m. He welcomed and thanked everyone for attending and quickly reviewed the items on the agenda. It was noted that there were enough members present to constitute a quorum.

CHAIRMAN'S REPORT

Steve Kitchin mentioned that at the September 28th HRIC meeting an additional \$370,000 was made available from the Job Development Fund. Due to the efforts of some HRIC members, an additional \$70,000 was awarded to support the efforts of WPGRI, which now brings the support grant total to \$250,000. Mr. Kitchin noted that he abstained from the vote. Mr. Kitchin said that he plans on convening the Youth Council within the next 30 days. He further noted that the Youth Council chair remains vacant and asked if any member was interested to contact him.

DIRECTOR'S REPORT

Mike Koback reported that WPGRI is finally in the process of moving the administrative office from the current East Providence location to the DLT in Cranston by the end of October and explained some of the logistics.

APPROVAL OF MINUTES

Pat Talin motioned to approve the September 14, 2004 meeting minutes as presented. Ray Filippone seconded the motion. The motion was unanimously approved.

COMMITTEE REPORTS

Board Development / New / Re-Appointments – Paul Ouellette reported that the committee did not meet last month and is still awaiting the final approval from the Governor on three new appointments; Elizabeth Cliff of CVS, Colleen Odell of AFL-CIO, and Marie Strauss of RI Department of Elderly Affairs (DEA). Mr. Ouellette further reported that there are still a few members that need to join a committee if they have not yet done so.

One-Stop Quality Assurance / WIA Services Agreement – Sue Babin reported that the committee last met on September 28th and reviewed the committee's purpose/role. Members also agreed to invite the one-stop managers to the January meeting. She further reported that planning has begun to monitor two centers this year; Warren and Woonsocket. Sue Babin noted that the committee is in the planning stages of conducting research of other one-stop centers around the country.

Program Development & Evaluation / EIG – Paul Harden reported that the committee continues to meet monthly to review EIG awards and at the continued rate of awards, funds should all be expended in early 2005. He noted that WPGRI is awarding funds from two allocations this year, FY 04 Carry-in and new FY 05.

Program Development & Evaluation / H-1B – Paul Harden reported that training is moving forward and Amgen has recently contracted with a trainer and that funds are being used to compensate the tuition of URI students in the biomanufacturing program.

Marketing Committee / Update – Brian Wallin reported that work continues with Cote & D'Ambrosio to promote the activities of WPGRI under the strategy of creating awareness and branding. He further reported that there are several pending events such as Steve Kitchin appearing on News Channel 10 with Frank Coletta on October 13th. Mr. Wallin also noted that on October 15th there is an EIG media opportunity scheduled to award \$65,000 in grants to companies that have completed their company training utilizing the EIG program. Mr. Wallin finished his report by noting that a biotechnology breakfast is being planned for December to assist in promoting the H-1B grant.

WIA Performance Review / Update – Richard Westlake reported that the committee last met on September 23rd and members are trying to better understand the required WIA performance measures. He further reported that the committee finalized three simple committee goals and had been provided presentation about performance measures. Mr. Westlake noted that the primary goal is to raise the Board's level of awareness regarding performance.

WIA Performance Review / Presentation – Sandra Powell of the State Workforce Investment Office (SWIO) provided a presentation on the eight required WIA Performance Measures that must be met for the Adult and Dislocated Worker populations.

Executive Committee / WIA 5-Year Plan Modification #11 –Mike Koback reported that each year of new WIA funding a modification to the Five-Year Plan must be submitted and approved. The modification for Program Year 2004 is up for approval. Mike Koback added that the service levels in the WIA plan correspond to the WIA One-Stop Services Agreement with the DLT. The total amount of funding received for 2004 is \$4,234,771. Mike Koback then reviewed the projected service levels.

Paul Harden motioned to approve the WIA 5-Year Plan Modification #11 as presented. Pat Talin seconded the motion. Paula Morris recused.

OJT BUSINESS TESTIMONIAL

Kevin Bettencourt, Human Resource Assistant, of Handy & Harman in East Providence provided a presentation on the successes that Handy & Harman has had by utilizing the On-the-Job Training (OJT) program.

There being no other business to attend to the meeting adjourned at 9:45 a.m.

Respectfully submitted,

Dale Soderlund
Administrative Assistant
Workforce Partnership of Greater RI