

WORKFORCE PARTNERSHIP OF GREATER RHODE ISLAND
Workforce Investment Board
Meeting Minutes
March 8, 2005
Arnold Conference Center

WIB voting members present included:

Sue Babin	Mike Cassidy	Joe Crowley	Paul Harden	Diane Karcz
Steve Kitchin	Peter Koch	Joan Lariviere	Jane Nugent	Paul Ouellette
Fred Ricci	Ed Sneesby	Pat Talin	Brian Wallin	Richard Westlake
Steve Wilson	Dorothy Mattiello	Marie Strauss	Paula Santos	Frank Sullivan
Fred Pendlebury	Vin Balasco	Diane Cook	Betty Pleacher	

WIB voting members absent included:

Vanessa Cooley	Joe DesRoches	Ernie Vergano	Darrell Waldron	Ray Filippone
Vina Leite	Joe DeSantis	Linda Sanchez	Stacey Carter	

Others in attendance included:

Mary Demers	Geri Guardino	Linda Hutnak	Patricia McCrea	Gloria Hole
Ed Lombardo	Marie DeRoche	Tom Fay	Michael Koback	Barbara Irish
Arthur Jodoin	Nancy Olson	Karen Waters	Carlos Ribiero	Dale Soderlund

WELCOME & INTRODUCTIONS

Chairman Steve Kitchin called the meeting to order at 8:25 a.m. He welcomed and thanked everyone for attending. It was noted that there were enough members present to constitute a quorum.

APPROVAL OF MINUTES

Pat Talin motioned to approve the January 11, 2005 meeting minutes as presented. Brian Wallin seconded the motion. The motion was unanimously approved.

CHAIRMAN'S REPORT

Steve Kitchin reported that he, Michael Koback, Barbara Irish, Dottie Miller, and Paul Harden had the opportunity to attend the National Association of Workforce Boards (NAWB) conference in Washington, DC. He further reported that he and Michael Koback met with the staff of Representatives Langevin and Kennedy and Senators Chafee and Reed commented that all were very aware of the current issues in workforce development. Mr. Kitchin reported that the Republican version of WIA Reauthorization passed in the House of Representatives. He noted that the Senate has different points of view and competing legislation. Steve Kitchin noted that NAWB's agenda covered numerous topics on workforce issues, including board development, policy, and the economy.

Mr. Kitchin informed the members that Ray Rainville, Chairman of the HRIC, passed away and Mr. Kitchin asked for a moment of silence in his honor. Steve Kitchin noted that the new HRIC legislation requires the governor to nominate members and the Senate confirms these nominations.

DIRECTOR'S REPORT

Mr. Koback reiterated that the House passed their version of WIA Reauthorization and then provided an explanation of this particular version. He added that this version changes the makeup of the board by removing the mandated One-Stop partners and removes the requirement to have a Youth Council. He further added that there are still areas that are problematic: the definition of administrative costs, personal reemployment accounts, community based training grants to community colleges, and the role of faith based organizations, to name a few.

APPROVAL OF MINUTES

Pat Talin motioned to approve the October 12, 2004 meeting minutes as presented. Brian Wallin seconded the motion. The motion was unanimously approved.

COMMITTEE REPORTS

Executive Committee / Quarterly Budget Report – Mr. Koback reviewed the second quarterly PY' 04 budget report through December 31, 2004 that was available for review. He noted that the red numbers in the balance columns are the status as of October 31st. Mr. Koback explained the makeup of internal and external balances. He commented that staff are beginning to plan for the PY '05 budget that begins July 1.

Pat Talin motioned to approve the PY '04 budget report as presented. Peter Koch seconded the motion. The motion was unanimously approved.

Board Development / Membership Status & Orientation – Paul Ouellette reported that the committee last met on February 25th and reviewed the status of board and youth council membership. Mr. Ouellette further reported on the current board vacancies and the nominations for these vacancies. Mr. Ouellette noted that there still remains four board vacancies. Mr. Ouellette further noted that there are still members who need to join a committee if they have not yet done so. He announced the plan to schedule a board orientation on Thursday, April 28, 2005, not only for new members, but for existing members also. He also announced that the committee is looking at the possibility of scheduling future board meetings at other locations such as DLT in Cranston. Mr. Ouellette reported that his committee has been charged with nominating the slate of officers, which includes Chair, Vice Chair, Treasurer, and Secretary. Steve Kitchin advised any member interested in serving in this capacity to contact Paul Ouellette.

One-Stop Quality Assurance / Update – Sue Babin reported that the committee last met on February 22nd and reviewed the extensive report provided by Kathy Partington generated by data in the One-Stop Operating System (OSOS). The report presented various service levels received by netWORKri customers. It also contained interesting demographics. Sue Babin noted that the committee is in the planning stages of conducting research of other one-stops around the country. She further noted that a list of possible questions is being prepared before contacting other one-stops and the Executive Committee has also had an opportunity to review this document. Sue Babin noted that the committee is interested and looking forward to receiving feedback from the National Association of Workforce Board Conference. Ms. Babin reported that two monitoring had occurred on Tuesday, February 1st in Woonsocket (Ed Sneesby, Vina Leite, Steve Wilson, & Ray Filippone) and Wednesday, February 9th in Warren (Vin Balasco, Diane Karcz, Paula Morris, & Steve Kitchin). There will be a more detailed report with findings presented at the next meeting. Ms. Babin reported that Bank of America is utilizing the one-stop centers to assist in the hiring of their employees for their call center.

Youth Council / '04 Older Youth Funding – Frank Sullivan reported on the '04 Older Youth Out-of-School workforce services report available for review. He noted that two proposals received; Paxen is requesting \$462,089 and Providence Community Action Program is requesting \$391,951. Mr. Sullivan added that it is the recommendation of the Youth Council to allow staff to negotiate with both agencies, noting that there is only \$344,000 of PY 2004 funding available for this initiative. It was so noted that the Youth Council and the Executive Committee have previously approved this recommendation.

Frank Sullivan motioned to approve Paxen and Providence Community Action for negotiation with staff. Pat Talin seconded the motion. The motion was unanimously approved.

Frank Sullivan added that he is still trying to recruit new members for the Youth Council and noted that if anyone was either interested or knew someone that may be interested to please contact him.

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 will be soon fully obligated, with approximately \$69,000 remaining. Mr. Harden reviewed the EIG report available for review.

Program Development & Evaluation / H-1B – Paul Harden reported that training is moving forward with Amgen recently contracting with a trainer and funds offsetting the tuition of URI students in the biomanufacturing program. He noted that there is concern with the current rate of spending the funds, but added that plans are underway to outreach to other eligible companies. Mr. Harden noted that at the next committee meeting performance of the Individual Training Accounts (ITA) will be reviewed.

Marketing Committee / Update – Brian Wallin provided the Marketing report on behalf of Stacey Carter. Mr. 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 the publicity initiatives will continue with EIG and will also move forward with news releases for the Youth awards and H-1B.

WIA Performance Review / Update – Richard Westlake reported that the committee last met on February 3rd and 24th commenting that members are achieving a better understanding of the seventeen WIA performance measures. He further reported that the committee has begun discussion on possible predictor models that could enhance the potential for successful achievement of the WIA standards. Commenting on the committee's goal to educate the Board about performance, he reminded members of the presentation on the eight required WIA performance measures for the Adult and Dislocated worker populations and as previously promised a presentation on the seven required WIA performance measures for the youth population would be provided.

WIA Performance / Quarterly WIA Services Report – Michael Koback explained the PY 2004 quarterly WIA service report that was available for review and noted that there was a glossary of WIA terms attached. He further explained that the service levels in the WIA report correspond to the WIA One-Stop Services Agreement with DLT and added that every year this is modification to the five-year plan. Mr. Koback noted that WPGRI is doing very well according to the plan.

WIA Performance / Quarterly WIA Performance Report – Mr. Koback explained the PY 2004 first quarterly WIA performance report available for review, explaining the goal range to be either passing or not passing and how the range allows for flexibility when meeting the required performance measures.

WIA Performance / Quarterly WIA Youth Services Report – Michael Koback explained the PY 2004 quarterly WIA youth services report available for review explaining how this report differs from the Adult / Dislocated Workers report. Mr. Koback extended an invitation and urged board members to attend a WIA Performance subcommittee meeting in order to achieve a better understanding of the performance measures.

NEW BUSINESS

Paula Santos suggested that information or a presentation about RI's overall employment, employment rate for youth, new businesses, and future employment prospects be considered and incorporated into a future board meeting agenda. Mr. Kitchin noted that possibly a presentation by the DLT's Labor Market Information office could be provided in the future.

There being no other business to attend to the meeting adjourned at 10:04 a.m.

Respectfully submitted,

Dale Soderlund
Administrative Assistant
Workforce Partnership of Greater RI