

**WORKFORCE PARTNERSHIP OF GREATER RHODE ISLAND
BOARD OF DIRECTORS ANNUAL MEETING
JUNE 12, 2007**

MINUTES

Members Present:

**Vincent Balasco Steven Kitchin Paula Santos
Joseph Cannon Paul Harden Michael Cassidy
Jane Nugent Paul Ouellette Pat Talin
Ernie Vergano Vanessa Cooley Richard Westlake
Johan Uvin Kimberly Weiss Etelvina Leite
Raymond Filippone Joseph DesRoches Joseph Crowley
Joseph DeSantis John Iaderosa Diane Karz
Dorothy Mattiello Fred Pendlebury Betty Pleacher
Fred Ricci Scott Seaback Diane Cook**

Members Absent:

**Joseph DiPina Frank Sullivan Edward Sneesby
Muriel Morrisette Darrell Waldron Steve Wilson
Jeanne Brockway Joan Lariviere Darrell Waldron**

Others in Attendance:

**Dottie Miller Governor Donald Carcieri Carlos Ribeiro
Arthur Jodoin Janice Lepizzera Karen Waters
Mike Koback John O'Hare Sandra Powell
Adelita Orefice Jean Severance Nancy Olson
Mavis McGetrick Sharon Petrarca Marsha McDowell
Nancy Roderick Nick Ucci Cheryl DeCosta
Patrice Cavanaugh Maureen Palumbo Janet Pratt
Laura Hart Maria Ferreira Tony Lucca
Lori Norris William Cummings Steven Schaefer
Leslie Taito Geri Guardino Bob Ricci**

With a quorum present, Chairman Steve Kitchin called the meeting to order at 8:01 AM.

A motion was entered to approve the WPGRI Board minutes of the May 8, 2007 meeting.

VOTE: J. Cannon moved to approve, seconded by Pat Talin. All approved.

Chairman Kitchin welcomed all the attendees and introduced the Board members and distinguished guests at head table which included: Governor Donald Carcieri; Adelita Orefice, Director DLT; Paul Quellette, Vice Chairman; Ernie Vergano, Treasurer; Patricia Talin, Secretary; he also introduced Nancy Roderick, Human Resources Manager of Concordia Manufacturing as a speaker.

Chairman Kitchin explained that the Workforce Partnership of Greater Rhode Island (WPGRI), a Local Workforce Investment Board established by the Workforce Investment Act, provided services to the youth and adults of 37 of Rhode Island's 39 cities and towns. He stated that there were 41 member seats on the WPGRI Board of Directors, with the majority of the seats representing businesses. Chairman Kitchin stated that this annual meeting, the last Board meeting of Program Year 2006, was designed to conduct year end business, to recognize the WPGRI for its achievements and to celebrate the work of the WPGRI.

Michael Cassidy, of the Board Development Committee was asked by the Chair to submit the slate of officers for approval.

A motion was entered to approve the election of the slate of officers submitted: Steve Kitchin as Chairman; Paul Ouellette as Vice Chairman; Ernie Vergano, Treasurer; and Patricia Talin as Secretary.

VOTE: Paula Santos moved to approve, seconded by Paul Harden. All approved.

Chairman Kitchin directed the Board's attention to the Consent Agenda which had been electronically sent to the members. The eight Agenda Items included: Contribution to the Employees 401K Plan; Continuing Budget Resolution; WIA Corporate Contract

Agreement; WIA Services Agreement Modification; Reappointment of Youth Council Members; SER Jobs for Progress Youth Contract Modification; WPGRI Committee Restructure; and WPGRI Executive Director.

A motion was entered to approve the entire eight Agenda Items in the Consent Agenda.

VOTE: Vanessa Cooley moved to approve, seconded by Pat Talin. All approved.

Chairman Kitchin presented the committees and their chairs:

Strategic Development Committee – Chairman Paul Harden

Board Development – Chairman Paul Ouellette

Youth Council – Chairman Frank Sullivan

Program Quality & Performance – Chairman Richard Westlake

Chairman Kitchin then introduced Dottie Miller as the Acting Executive Director of the WPGRI.

With the business portion of the meeting over, Chairman Kitchin introduced Governor Donald L. Carcieri as key speaker and honored guest, noting three occasions when the Governor's Office and the WPGRI had worked together on projects which had a significant impact in Rhode Island.

Governor Carcieri gave accolades to Adelita Orefice, Director of the Department of Labor and Training for her efforts. He also acknowledged Cheryl DaCosta, of the Tech Collective, Program Manager of the H1B Bio-Tech Training Grant. He stated that through her efforts, 849 people had received training services through the grant programs. The Governor also acknowledged the efforts of Concordia Manufacturing as being in the forefront of bio-technology innovation. Governor Carcieri commented that the President of the Federal Reserve Bank of Boston, who met with a group of business people in Rhode Island yesterday, stated that Rhode Island was doing very well in terms of job growth compared to its New England counterparts.

HIGHLIGHTS OF GOVERNOR CARCIERI'S SPEECH

Governor Carcieri noted that when he was re-elected, he named three issues that would be his entire focus for the remainder of his term. He added that the first issue was to continue to set a foundation and framework so that businesses would prosper and hire more people and grow the economy. He added that the second most pressing issue was the quality of education. The Governor stated that our success as a state and a nation depended on whether the young people coming out of our educational systems had the skills they needed to obtain and succeed in today's high tech jobs. Governor Carcieri stated that brain power is going to be the fuel for the future

economy of the state. He added that the third issue was that Rhode Island needed to be fiscally sound.

Governor Carcieri stated that Paul Harrington from Northeastern University had presented a projection of the future of Rhode Island's Labor Supply Market. He added that the quality of data provided by the Department of Labor and Training was also second to none in the country. The Governor mentioned that over the next five years, the projections indicated a shortage of people with the skill levels needed to take advantage of the developing high tech jobs. He did congratulate the Governor's Workforce Board and the WPGRI for their efforts to align with the state's economic strategy, by integrating workforce training and economic development.

The Governor also mentioned how Adult Literacy needs have grown and how efforts were underway to set standards and develop assessments. He thanked Johan Uvin and his efforts to ensure that students were college or work ready upon completion of their studies. He further stated that in 2008, a graduation standard would be in place which would require proficiency in reading, writing, math and science before the student can graduate.

In closing, Governor Carcieri and Chairman Steven Kitchin recognized Richard Westlake for his outstanding work with the WPGRI Board since 2001. Governor Carcieri presented him with a Citation for his contributions and Chairman Kitchin noted that he

regretted to announce that Westlake would be leaving the Board at the end of June. Chairman Kitchin then introduced Adelita Orefice, Director of the Department of Labor and Training and WIA Liaison, and thanked her for her flexibility in working with the WPGRI to make sure their mission moved forward.

Ms. Orefice thanked her partners in the workforce development arena along with her immediate staff, the Network RI staff, the staff of the WPGRI and the Governor's Workforce Board (GWB) for moving collaboratively in the right direction. She included special thanks to Michael Koback for wearing two hats, for filling in as Acting Executive Director of the GWB while maintaining his duties as Executive Director for the WPGRI. In closing, Ms. Orefice briefly alluded to the Wage Record Information System (WRIS) which allows states to share this data. She explained that the contract with the Region One Department of Labor had expired and a new one had not yet been signed. She acknowledged that the lack of access to the WRIS data was impacting WPGRI's ability to meet its WIA Performance Measures.

Chairman Kitchin then introduced Nancy Roderick, Human Resource Manager from Concordia Manufacturing LLC. Chairman Kitchin explained that Concordia had been an active participating company in the WPGRI Rhode Island Bio-Manufacturing, Bio-Technology Training Initiative. Ms. Roderick stated that she was pleased to provide her perspective on the benefits of the grant project. She explained that

the Biotech Training Initiative was funded by a United States Department of Labor H1-B Technical Skills Training Grant. Ms. Roderick stated that in 1920, Concordia Mfg. was a manufacturer of silk yarn and that it had grown to become a leading producer of synthetic yarn and thread for traditional textile applications. She added that Concordia was then able to bring that expertise into the Bio-Medical Science field with the help of the grant project. She noted that some of the accomplishments achieved with \$178,000 in training grant funding from the WPGRI grant included: becoming ISO Certified; training senior managers; training eight employees as Internal Auditors; increasing English language and speaking levels of employees by partnering with CCRI for ESL classes; successful GED attainment for six employees, and the ability to transfer eight employees to the Bio-Medical line.

AWARDS AND RECOGNITIONS

Chairman Kitchin then asked Richard Westlake, Chairman of the Program Quality and Performance Committee to lead the presentation of awards. Mr. Westlake then introduced committee member Joseph DesRoches who presented the Creative Partnership Award to the Rhode Island Manufacturing Extension Service (RIMES). RIMES Executive Director, Leslie Tato and staff member Edward Murphy accepted the award. Richard Westlake then presented the Excellence in Service Award to William Cummings of the Woonsocket

netWORKri office. Next, committee member Ernie Vergano presented the Employer Recognition Award to the Rhode Island Department of Corrections which was received by four employees of the department; Paul Mancini, Jane Ryan, Terry Couture, and Paul Gutowski. Chairman Kitchin then presented the last award and Citation in recognition of the excellent work as Grant Manager of the Biotechnology Training Grant Initiative to Cheryl DaCosta, of Rhode Island Tech Collective.

COMMITTEE REPORTS

Program Development & Evaluation Committee

Committee Chair Paul Harden reported that, to date, 718 Incumbent Workers had completed training under the H-1B Biomanufacturing Grant. He also stated that 70 transitioning workers had completed the URI Biomanufacturing Certificate Program and had gone on to internships and employment in area companies. He went on to report that grant funds also supported 26 students enrolled in Biomanufacturing courses at CCRI, as well as 9 graduate students at Brown University. He stated that the grant also funded the URI six-credit graduate level Teacher Biotech Training project in which 29 teachers participated and that a team of them were currently working

on Curriculum Development to be applied in five Rhode Island high schools. Chairman Harden reported that WPGRI had developed sixty-eight (68) On-The-Job Training Program contracts, for a total of \$403,431 with an average wage of \$15.00. In closing, he added that the WIA Individual Training Accounts obligations year-to-date totaled over \$818,000 with 236 people trained.

Program Quality and Performance Committee

Committee Chair Richard Westlake stated that this committee's focus was on the data that is gathered and presented for the purpose of reporting on performance measures required by WIA. He stated that a recent presentation given by Donna Murray and Joyce D'Orsi from the Labor Market Information Unit (LMI) at DLT had benefited the committee, as the members had wanted to learn how the data the LMI unit tracked could be helpful to them. Chairman Westlake noted that the committee's visit to the netWorkri office in Pawtucket had also given them a better understanding of the information included in the netWorkri reports. He also stated that the committee had learned that the DLT was in the process of evaluating proposals for a new information system that would allow for new report formats to review data. In closing, he stated that he was concerned that the absence of wage information data would continue to have a negative impact on performance.

Youth Council

Youth Council member Joe Cannon announced that he would provide

the Youth Council report on behalf of Chair Frank Sullivan who was absent. He stated that a statewide Request For Proposals (RFP) had been developed and issued in conjunction with Workforce Solutions of Providence/Cranston for Youth Services to be funded both by federal WIA and state funds from the Governor's Workforce Board-RI, Youth Development Committee. He reported that he anticipated that the proposals submitted in response to the RFP would provide services to 743 more youth than the WPGRI served in PY 06, adding that approximately \$2 million had been awarded for those services. Mr. Cannon reported that a second RFP would be issued on June 15, 2007 to establish a youth center in Pawtucket.

Board Development

Committee Chair Paul Ouellette recognized and thanked the Board Development Committee members. He reported that the committee's role was to identify potential nominees to serve as Board members and to make recommendations to the Governor's Office for appointments. He reported that the committee also planned Board education activities and the annual meeting. He added that a new Board Member Orientation Meeting was being planned for the Fall. In closing, he thanked Chair Kitchin for his leadership.

Chair Kitchin recognized and thanked the WPGRI staff for their efforts.

The meeting adjourned at 10:05 AM.

Respectfully submitted,

Marsha McDowell