

Workforce Partnership of Greater Rhode Island

Board of Directors Meeting

February 10, 2009

Present: Steve Kitchin, Paul Ouellette, Pat Talin, Paul Harden, Michael Cassidy, Cynthia Farrell, Evaristo Amaral, Vanessa Cooley, Bob Cooper, Joseph DeSantis, Raymond Filippone, Peter Koch, Jane Nugent, Susan O'Donnell, Raymond Pingitore, Betty Pleacher, Nancy Roderick, Andrew Tyska, Kimberly Weiss, Steve Wilson.

Guests and Staff Present: Elaina Goldstein, Attorney Thomas Fay, Donna Treglia, Maureen Palumbo, David Francis, Christine Grieco, Carlos Ribeiro, Janice Lepizzera, Jen Cornwell, Patrice Cavanaugh, and Gail DuPont.

Absent: Diane Cook, Alexis Devine, Joseph DiPina, Allen Durand, Dorothy Mattiello, Fred Ricci, Scott Seaback, Johan Uvin, and Darrell Waldron.

With a quorum present, Chair Steve Kitchin called the meeting to order at approximately 8:12 AM. and asked everyone to review the minutes from the previous meeting.

VOTE: Michael Cassidy moved to accept the minutes of the previous meeting on January 13, 2009. Bob Cooper seconded. The motion

passed unanimously.

Chair Steve Kitchin said he would like to change the agenda and begin with all of the voting items.

EXECUTIVE DIRECTORS REPORT:

WIA Agreement Modification 2 Christine is asking for board approval to provide an additional \$160,000 WIA Adult and \$240,000 WIA Dislocated Worker funds to provide additional Core and Intensive Services to meet the increasing customer demand at the One-Stop Centers. Steve Kitchin said the Executive Committee has voted to recommend approval of this modification. Bob Cooper requested clarification for the abbreviation WDSD listed in the modification. Christine explained WDSD stands for Workforce Development Services Unit and NPS/Overheard refers to non-personnel services for example, rent, utilities, and/or supplies. Vanessa Cooley questioned where the funds were coming from. Christine explained the additional money is from administrative funds that have not been expended due to unfilled staff positions.

VOTE: Bob Cooper motioned to accept the WIA Agreement Modification 2 as submitted. Ray Filippone seconded. The motion passed unanimously.

Christine reported that four of the five staff positions have been posted. She stated she has interviewed and selected candidates for

two positions and will conduct interviews this week for the third position. Interviews for the fourth position will be conducted the following week. Christine predicted all four positions should be filled by March 1st.

YOUTH COUNCIL:

Cynthia Farrell asked Carlos Ribeiro to present the voting items. Carlos explained the first two items pertain to WIA policy. He asked everyone to review and vote to accept the policy to establish a formal WIA Youth Residency Requirement.

VOTE: Bob Cooper motioned to accept the policy as presented. Betty Pleacher seconded. The motion passed unanimously.

Carlos continued by asking everyone to review the Sixth WIA Youth Eligibility Criterion included in the packets. This criterion refers to documentation needed to verify youths with a disability. Bob Cooper suggested an audiologist be included on the list. Cynthia said the council would accept that recommendation. Elaina Goldstein from Rhodes to Independence recommended someone from ORS Disability Determination Unit review the list. Steve Kitchin made a motion to accept the criterion contingent upon any additions or deletions that might be recommended after review from ORS.

VOTE: Bob Cooper motioned to accept the criterion with possible modifications. Nancy Roderick seconded. The motion passed

unanimously.

Carlos proceeded to discuss the 2009 Program Funding Recommendations. Steve Kitchin recused himself from this portion of the meeting and Vice-Chair Paul Ouellette assumed the role of chairman.

Carlos referred to the chart listing the 42 proposals received requesting funding in the amount of \$3.1 million. Two of the proposal did not meet the minimum threshold and were eliminated. Funding requests were reduced to \$2.8 million after negotiations. Funding of the available \$1.8 million will be determined by ranking and the ability to serve.

VOTE: Pat Talin moved to approve funding the Youth Centers as presented. Peter Koch seconded. The motion passed unanimously.

Three WIA Stand Alone proposals were received but one proposal was disqualified as it did not meet the minimum threshold score. CCAP was awarded funding for this program. Joe DeSantis asked that measures be put into place to oversee the large amount of funds awarded to CCAP.

VOTE: Paul Harden motioned to approve funding for WIA Stand Alone as presented. Ray Phillipone seconded. The motion passed unanimously.

Carlos explained how money available for JDF funding was determined for the various components. The total youth served will be 1,519. A combined cost per youth of WIA and JDF funds is approximately \$1,150.

VOTE: Vanessa Cooley motioned to approve funding JDF components as presented. Ray Pingitore seconded. The motion passed unanimously.

Paul Ouellette commended Carlos for this excellent effort in determining the funding of these programs. Cynthia Farrell also commended Carlos for his efforts in determining funding requests for the record number of proposals received.

CHAIRMAN'S REPORT

Steve Kitchin rejoined the meeting and returned to the printed agenda with the Chairman's Report. He began by introducing and congratulating Donna Treglia on her appointment as Acting Administrator of the State Workforce Investment Board. Steve met with the leadership of the Governors Workforce Board, State Workforce Investment Board and Workforce Solutions of Providence/Cranston to discuss a joint event meeting in June. Pat Talin suggested scheduling WPGRI annual business meeting in May. Steve Kitchin, Paul Ouellette, and Christine Grieco will be attending the National Association of Workforce Board Conference in

Washington D.C. on March 10th. The March Board meeting date will have to be changed because of this conference however no alternative date has been selected at this time. Steve asked that committee chairs give serious thought to things they would like to accomplish as it relates to the strategic plan so the full board can give them consideration.

The Governors Workforce Board released their Strategic Plan Executive Summary final draft on January 21, 2009. Limited copies will be available after this meeting. David Francis stated the full document is available on the GWB website. He thanked Jane Nugent, Kim Weiss, Vanessa Cooley, Paul Harden, Paul Ouellette and Steve Kitchin from the WPGRI board for their participation in the process.

COMMITTEE REPORTS:

Board Development Paul Ouellette reported all vacancies have been identified and five nominations are being considered by the Governor. Resumes should be received within the next few weeks for the sectors of defense and finance. A board orientation will be scheduled for new members once these nominations have been approved.

Strategic Development Paul Harden referred to the 2008 WIA Performance Report in the packets. The chart reflects the services provided through our partners at DLT in terms of enrollment in intensive services and training. The actual numbers served exceed

the annual plan numbers. Kim Weiss highly praised the One-Stop Centers for meeting and exceeding these numbers considering no additional staff have been added. Paul and Christine have met with two companies who have expressed interest in the customized training program. WPGRI and Workforce Solutions of Providence/Cranston have been working in tandem to finalize OJT policy procedures. The Employer Service Unit will be responsible for OJT training and writing contracts. WPGRI will be responsible for contract approval and monitoring. Steve Kitchin asked Donna Treglia to seek a waiver of the national certification regulations. Paul reported he is working with CVS to recruit and train people for a pharmacy call center in Woonsocket scheduled to open in the fall. Providence Skill Center, CCRI, P/C, and DLT are all working together to train 200 people as licensed pharmacy technicians certified to a national standard.

Quality Assurance. Mike Cassidy invited everyone to attend a Customer Satisfaction Survey Presentation on January 17th at 10:00 A.M. at the DLT conference room 73-1. The survey covers the period of July 2007 through June 2008. Mike informed the board that monitoring of One-Stop Centers is planned for the summer and will continue on a scheduled basis.

OLD BUSINESS: There was no old business to come before the board.

NEW BUSINESS:

Dave Francis invited the board to view the GWB website for the RFP on emerging industries green technologies.

Rhode Island was invited to present at the DOL ETA Youth Academy Conference in New York. Carlos Ribeiro and Lori Norris will represent Rhode Island.

VOTE: Vanessa Cooley motioned to adjourn the meeting at approximately 9:55 am.

Jane Nugent seconded. The motion passed unanimously.

Respectfully submitted,

Gail DuPont

Administrative Assistant