

# **Workforce Partnership of Greater Rhode Island**

## **Board of Directors Meeting Minutes**

**November 10, 2009**

**Present: Everett Amaral, Diane Cook, Bob Cooper, Joseph DeSantis, Alexis Devine, Joseph DiPina, Allan Durand, Cynthia Farrell, Victoria Gailliard-Garrick, Kat Grygiel, Paul Harden, Steven Kitchin, Peter Koch, Courtney Murphy, Lori Norris, Joseph Oakes, Susan O'Donnell, Paul Ouellette, Raymond Pingitore, Betty Pleacher, Fred Ricci, Scott Seaback, Robin Smith, Phil Stone, Pat Talin, Andrew Tyska, and Steven Wilson. Staff and Guests: Christine Grieco, Jen Cornwell, Diane Vendetti, Brian Gambardella, Carlos Ribeiro, Sharon Geoffrey, Janice Lepizzera, Gail DuPont, Mavis McGetrick, Susan Chomka, and Thomas Fay.**

**Absent: Michael Cassidy, Vanessa Cooley, Raymond Filippone, Wendy Kagan, Dorothy Mattiello, Nancy Roderick, Johan Uvin, and Darrell Waldron.**

**With a quorum present, Chair Steve Kitchin called the meeting to order at approximately 8:05 A.M. Steve explained he was attending the International Boat Builders Exhibition and Conference in Florida and was unable to attend the last board meeting. He thanked Paul Ouellette for chairing the meeting in his absence.**

**Steve asked everyone to review the minutes from the previous**

meeting on October 14, 2009.

**Vote: Susan O'Donnell motion to accept the minutes as presented. Betty Pleacher seconded. The motion passed unanimously.**

**Chairman's Report:**

**Steve said he attended a workshop of business leaders and workforce development representatives gathered to develop a policy focusing on the direction of manufacturing sector in a green economy. This workshop was conducted by New Commons in coordination with the Economic Development Corporation. Steve also attended a knowledge retention symposium which was conducted by the Association of Independent Colleges and Universities in cooperation with the Greater Providence Chamber of Commerce to discuss ways to retain higher education graduates in the state.**

**WPGRI Policies:**

**Christine Grieco explained many of the policies being reviewed today were drafted at the request of the feds to have these policies in writing. All of these policies have been vetted through the subcommittees, numerous representatives of state agencies and where appropriate, the One-Stop Managers. Christine asked Diane Vendetti to present the policies to the Board.**

**•œPriority of Services for Veterans.**

**The purpose of this policy is to provide One-Stop Centers and other local workforce investment partners and providers of federally funded employment and training program services with regard to implementing veterans' priority of services.**

**Vote: Bob Cooper motioned to accept the Priority of Services for Veterans Policy. Fred Ricci seconded. Being no further discussion the motion passed unanimously.**

**•œPre-Requisites for Enrollment in WIA.**

**This policy is designed to ensure that netWORKri customers enrolled under Title 1 of WIA are aware of the necessary pre-requisites for occupational training, licensing and/or enrollment and to ensure that WIA funded training program requirements are in compliance with Section 504 of the Rehabilitation Act and do not discriminate in any way against potential participants.**

**Vote: Paul Harden motioned to accept the Pre-Requisites for Enrollment in WIA Policy. Bob Cooper seconded. The motion passed unanimously.**

**•œRevised Supportive Services Policy.**

**This policy is to revise the WPGRI PY07-02 Supportive Services**

**Policy to allow supportive service payments for supplies and/or apparel necessary for the successful completion of the client's training to be approved and processed prior to the enrollment in training, and to incorporate provisions for supportive services specified in the American Recovery and Reinvestment Act (ARRA).**

**Vote: Robin Smith motioned to accept the Revised Supportive Services Policy. Cynthia Farrell seconded. The motion passed unanimously.**

**•œYouth Program Monitoring.**

**This policy is to establish guidelines for monitoring and oversight of WIA services and activities and to ensure they are conducted in accordance with applicable Federal regulations. WIA youth programs are monitored to ensure goals are being met and participants are achieving necessary outcomes.**

**Vote: Paul Ouellette motioned to accept the Youth Program Monitoring Policy. Ray Pingitore seconded. The motion passed unanimously.**

**•œReferring Youth to an ITA.**

**The purpose of this issuance is to set the policy regarding older youth eligibility and access to Individual Training Accounts (ITA) under the Workforce Investment Act of 1998 (WIA) and the American Recovery and Reinvestment Act of 2009 (ARRA).**

**Vote: Pat Talin motioned to accept the Referring Youth to an ITA Policy. Peter Koch seconded. The motion passed unanimously.**

**• Individual Training Account Proposal for ESL Customers.**

**The purpose of this policy is to establish policy regarding the waiver of the training proposal application for non-English speaking customer.**

**Vote: Betty Pleacher motioned to accept the Individual Training Account Proposal for ESL Customers Policy. Joe DiPina seconded. Steve Kitchin called for any discussion**

**and acknowledged a question by Diane Cook. An extensive discussion followed between staff and several board members. Due to the many questions raised, Steve motioned to table this policy until the several issues raised can be resolved at the next meeting of the Strategic Development Committee, scheduled for November 19, 2009. All interested board members are invited to attend this meeting. The motion to table the policy was approved by the majority, one negative vote was cast by Pat Talin.**

**Audit Report:**

**The 2007 Audit for WPGRI 501 (3) (C) has been completed by KLR. A Finance Committee Meeting will be scheduled before the next Board meeting to review the audit results. The Audit for 2008 is in progress and will be completed shortly.**

#### **COMMITTEE REPORTS:**

**Board Development Committee: Chair Paul Ouellette reported Sandra Powell, the Director of Department of Labor and Training has appointed Susan Chomka to replace the many slots Kim Weiss represented and James White to replace Joe DesRoche as Veterans representative. The committee also voted to recommend Carmen Ferguson from United Way as a Community Based Organization (CBO) board member with the Governor's approval.**

**Vote: Diane Cook motioned to submit to the Governor for his approval, the name of Carmen Ferguson as a member of the WPGRI Board. Cynthia Farrell seconded. The motion was unanimous.**

**Paul Ouellette announced that Joe DiPina has volunteered to assume the role of WPGRI Treasurer. This position would fill the unexpired term that began on July 1, 2009 and will expire at the Annual Meeting in June 2010.**

**Vote: Paul Ouellette motioned to accept Joseph DiPina as WPGRI**

**Treasurer. Bob Cooper seconded. The motion passed unanimously.**

**Paul Ouellette reminded everyone that immediately following this meeting, Attorney Jason Gamitt, Education Coordinator at Rhode Island Ethics Commission will conduct an Ethics Training Session. All board members and staff are encouraged to attend.**

**Strategic Development Committee: Paul Harden informed the committee that CVS would be transitioned from an ITA to Customized Training beginning January 1, 2010. Both local Workforce Investment Boards will enter separately into contracts with CVS. CVS will contract directly with the training providers and pay up to 50% of the cost. The One-Stop Centers will refer customers to CVS for screening. CVS anticipates employing 500 people in the positions of pharmacy techs, customer service representatives and pharmacists at the call center by June 30, 2010.**

**Youth Committee: Cynthia Farrell announced WPGRI and Workforce Solutions of Providence/Cranston held a joint bidders conference recently. Steve asked Board members to consider reading the proposals which are due back by December 31st.**

**Quality Assurance Committee: No report was available for this meeting.**

### **BOARD PRESENTATIONS:**

**Steve announced board member presentations are scheduled as a good way for members to get to know each other, what they do, and who they represent. Paul Ouellette introduced Joe DiPina from Job Corps in Exeter.**

**Joe stated this program is funded through the United States Department of Labor; one of the oldest youth employment training programs began in 1960. Exeter Job Corps Center has 200 students receiving career technical training in areas that are aligned with industry standards along with education opportunities.**

**Joe DeSantis from Tri-County Community Action stated the agency was established during the Johnson Administration's War on Poverty in 1964 and has an annual budget of \$10.1 million. The agency's mission is to assist low-income, elderly and disadvantaged residents transition out of poverty and into social and economic self-sufficiency.**

**Peter Koch and Susan O'Donnell have volunteered to present at the January Board Meeting.**

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

**NEW BUSINESS:** Carlos announced Lee Reynolds, Federal Youth Coordinator of Department of Labor Region 1, requested Carlos Ribeiro and Maureen Palumbo to present the Rhode Island Youth System Model at the National Workshop Summit in Chicago.

**Vote:** Paul Ouellette motioned to adjourn the meeting at approximately 9:40 A.M. Robin Smith seconded. The motion passed unanimously.

The next meeting of the Board of Directors is scheduled for January 12, 2010.

Respectfully submitted,

Gail DuPont