

Workforce Partnership of Greater Rhode Island

Board of Directors meeting

Tuesday, April 12, 2011

Present: Betty Pleacher, Bob Cooper, Carmen Ferguson, Cynthia Farrell, Gip Cabral, James White, Joseph DiPina, Joe Oakes, Karen Jedson, Lauren Slocum, Marie DeRoche, Paul Harden, Paul Ouellette, Paul Wielgus, Peter Koch, Ray Pingitore, Robin Smith, Sharon Lee, Steve Kitchin, Susan O'Donnell, Vanessa Cooley, Victoria Gaillard-Garrick, Wendy Kagan

Absent: Alexis Devine, Allen Durand, Andrew Tyska, Courtney Murphy, Darrell Waldron, Diane Cook, Dorothy Mattiello, Fred Ricci, Joseph DeSantis, Kathleen Grygiel, Raymond Filippone, Scott Seaback, Steve Wilson

Staff: Carlos Ribeiro, Christine Grieco, Cristin Taylor, Diane Vendetti, Erin Brouillette, Gail DuPont, Jen Buck, Judy DiGiorgio, Kara Aniballi, Kathy Quattrini, Kathy Tobin-Henry, Sharon Geoffrey, Shirley Winslow

Guests: Dan Brown, Jo-Anne Thibedeau, Cheryl DaCosta

With a quorum present, Chair Steve Kitchin called the meeting to order at 8:05 AM. Mr. Kitchin recognized two new members of the Board of Directors, Paul Wielgus and Marie DeRoche.

Mr. Kitchin asked the Board to review the minutes of March 8, 2011.

Vote: Mr. Cooper made a motion to approve the minutes of March 8, 2011. Mr. DiPina seconded the motion. The motion carried unanimously.

Ms. Grieco spoke in reference to the tabled February 15, 2011 minutes. Ms. Pleacher suggested going back to the tape to listen to the discussion and make the appropriate additions/corrections to the minutes. The revised February 15, 2011 minutes will be presented at the May 10, 2011 Board meeting.

Guest speaker: Cheryl DaCosta from Tech Collective spoke about Industry Skills Development Industry: IT – Year One and Two. ISDI – IT had an impact on 1,828 people served with funds from training dollars spent \$485,792 and matching employer contributions \$498,816. The components of ISDI included training and development, One Stop presence and Youth activities. The IT Boot Camp was designed by industry representatives. The program included Industry/Career Awareness, Soft Skills Technical skills, Experimental Learning, and Job search. There was an RFP issued to select a training provider. TCP Learning was selected. There were 70 inquiries/applicants from which 15 candidates were selected for the IT entry level boot camp training. The candidates were unemployed/underemployed, male/female, and younger/older. The

time frame for the IT Boot Camp: launch – 1/10/11, Graduation -3/25/11, Job placement and follow up –end 6/30/11. There were fourteen candidates who completed the training receiving industry certificates. The current status as of April 9, 2011 of the candidates: Employed – 4, Interviewing -7 and Internships- 2. The second topic Ms. DaCosta spoke about was ISDI – BIO- Year One. ISDI –BIO had an impact on 954 people served with training dollars spent \$56,700 and matching employer contributions \$91,440. The Training and Development numbers: 93 incumbent workers, 129 trainings completed; and 28 received promotions/wage increases. One-Stop presence: seven were at customer meetings/session, fifteen job seekers attending and two staff training sessions. Youth Activities: one Youth Center staff training, 389 participated in speaker engagements, 89 participated in field trips and 368 job shadowed (on & off site). Ms. DaCosta’s final note; there is positive growth effect on the emerging high-growth of small business in the Bioscience Industry of Rhode Island.

Chairman’s Report: Mr. Kitchin noted he met with Director Fogarty on March 30, 2011 regarding better engaging the disability community as they are a large portion of the labor force.

Mr. Kitchin explained he had met with Representative Naughton on April 6, 2011 regarding the Sherlock Plan (Medicaid Buy-In). Rhode Island had been the only New England state without a Medicaid Buy-In law. Mr. Kitchin would like to amend the plan to provide a

mechanism to allow participants to buy-in.

Mr. Kitchin noted he attended the Tech Collective's IT Boot Camp graduation.

Executive Director's Report: Ms. Grieco explained the WPGRI Technical Assistance Plan draft. The WIA Technical Assistance and Reorganization Policy (WIN 06-05) provides for the steps to be taken in the event a Local Workforce Investment Board fails to meet WIA performance standards for any given year. First year failure results in a technical assistance plan that is focused on improving WIA performance.

The State Workforce Investment Office in conjunction with WPGRI and DLT staff conducted a program review to identify the program factors and/or conditions that contributed to the failure of the performance standards. The Technical Assistance Plan is a product of the review. The staff will continue monitoring the One Stops. Ms. Grieco stated she expects to see much better numbers in the future.

Ms. Grieco is asked the Board of Directors for a vote to approve The Technical Assistance Plan.

Vote: Mr. Harden made a motion to accept as submitted the Technical Assistance Plan. Ms. O'Donnell and Ms. Smith both seconded the motion. The motion carried unanimously.

Ms. Grieco discussed the change of Corporate 401 (k) provider. Ms. Grieco noted Ms. Brouillette researched finding a new vendor for the corporate staff's 401(k). Ms. Brouillette recommended Ameriprise to be the consultant and Principal will provide the investment options. The vendor at the present time is Virtus. Ms. Brouillette asked for a vote for a change of Corporate 401 (k) provider from Virtus to Ameriprise and Principal.

VOTE: Mr. Koch made a motion to approve the recommendation to change the Corporate 401 (k) provider from Virtus to Ameriprise and Principal. This change must take place on or before June 30, 2011 Mr. Cabral and Mr. DiPina seconded the motion. The motion carried unanimously.

Ms. Grieco explained the intention of Workforce Partnership of Greater Rhode Island Memorandum of Understanding Modification #2. This modification is intended to modify the WIA and ARRA WPGRI non-profit 501 (c) 3 budget: 1) to deobligate ARRA funds in the amount of \$70,701, 2) to reallocate staff charges to WIA to account for utilization of ARRA funds for training. This modification has the following effect on WIA funds relative to the contract: ARRA decreased by \$70,701 and WIA increased by \$70,701.

Ms Grieco asked for vote from the Board of Directors to approve the Workforce Partnership of Greater Rhode Island Memorandum of

Understanding Modification #2.

VOTE: Mr. Ouellette made a motion to approve the Workforce Partnership of Greater Rhode Island Memorandum of Understanding Modification #2. Ms. Smith seconded the motion. The motion carried unanimously.

Committee Reports:

Board Development Committee: Mr. Ouellette stated there was no March meeting. There will be a meeting on April 29, 2011. Sixteen reappointments have been sent to Governor Chafee for his approval. Currently there is still one opening on the Board of Directors.

Quality Assurance Committee: Mr. Oakes noted he met with Ms. Grieco, Ms. DiGiorgio and Ms. Quattrini to discuss a new monitoring process.

Strategic Development Committee: Mr. Harden noted he is working on planning the Strategic Retreat scheduled for September 15, 2011 and it will be hosted by Exeter Job Corp. Mr. Harden is looking for a facilitator to oversee the retreat. Mr. Harden welcomes any suggestions from the Board. Mr. Harden noted he is working on the Corporate By-Laws with the staff

Finance Committee: Mr. DiPina noted there was no meeting in March.

Youth Council: The Youth Council did not meet in March. The April meeting will be hosted by Davies Career Technical School.

New Business: In April thru June there will be \$100,000 marketing campaign with many different components: bill boards, 6 different radio stations (98 times), PROJO.com and on RIPTA. This will help the One Stops and the Business Workforce Center.

There will be a Job Fair at the Crowne Plaza on May 5, 2011 from 1:00 PM to 5:00 PM. ITA and Contextualized clients will receive letters inviting them to the Job Fair. They will have the opportunity to meet with employers from 1:00 PM through 2:00 PM. The Job Fair will be open to the general public from 2:00 PM through 5:00 PM.

Old Business: The Best Practices in regards to the One Stop operations.

VOTE: Ms. Slocum motioned to adjourn the meeting. Mr. DiPina and Mr. Ouellette seconded the motion. The motion carried unanimously.

The Board of Directors meeting adjourned at 9:40 AM.

Respectfully submitted,
Shirley Winslow