

Workforce Partnership of Greater RI
Annual Board Meeting

June 16, 2015, 8:00 AM
Crowne Plaza Hotel
801 Greenwich Avenue
Warwick, RI

****DRAFT****

Board members in attendance: Mr. Steven Kitchin (Chair), Mr. Paul Ouellette (Vice Chair), Ms. Robin Smith (Secretary), Ms. Lauren Slocum (Treasurer), Ms. Deborah Anthes, Mr. Kevin Bettencourt, Ms. Vanessa Cooley, Mr. Bob Cooper, Mr. Joseph DeSantis, Ms. Victoria Gaillard-Garrick, Mr. Scott Greco, Ms. Kathleen Grygiel, Mr. Tom Hughes, Ms. Karen Jedson, Mr. Roger Laflamme, Mr. Robert Langlais, Ms. Sharon Lee, Mr. Mark Mancinho, Mr. Jason Menard, Ms. Gail Patry, Mr. Raymond Pingitore, Mr. Scott Seaback, Mr. Paul Wielgus

Board members absent: Mr. Thomas Fay, Mr. Dean Patterson, Mr. James White

WPGRI Staff: Executive Director Nancy Olson, Ms. Denise Asciola, Ms. Lori Bassett, Mr. Brian Gambardella, Ms. Sharon Geoffrey, Mr. Michael Martins, Ms. Lauren Moses, Mr. Carlos Ribeiro, Ms. Diane Vendetti

Guests:

Director Scott Jensen, Ms. Alyssa Alvarado, Ms. Sarah Blusiewicz, Mr. Rick Brooks, Mr. Dan Brown, Ms. Patrice Cavanaugh, Ms. Sue Chomka, Mr. Maurice Cournoyer, Mr. Sean Fontes, Ms. Diane Gagne, Mr. Scott Greco, Mr. Michael Healey, Mr. Robert Kalaskowski, Ms. Patricia Luduc-Pelletier, Ms. Mallory McMahan, Ms. Julie O'Connell, Ms. Jane Palmer, Ms. Connie Parks, Ms. Kristen Taft, Mr. Christopher Tanguay, Mr. David Tremblay, Mr. Matthew Weldon, Mr. Phil Abrams, Ms. Rhonda Arsenault, Ms. Melanie Arthur, Mr. Craig Baker, Mr. David Banno, Ms. Shana Bloom, Mr. Jamie Boughman, Ms. Jen Cornwell, Ms. Cheryl DaCosta, Ms. Susan Daly, Mr. Michael Damara, Mr. Steven Dolce, Mr. Brian Dursi, Ms. Dora Fino, Mr. Matthew Gabriel, Mr. Jonathan Glatt, Ms. Rebekah Greenwald, Ms. Sarah Griffin, Ms. Constance Howes, Ms. Kristin Lehoullier, Ms. Jean Luisi, Ms. Wendy Mackie, Mr. Chris Mansfield, Mr. Christopher Matteson, Ms. Annie McGunagle, Ms. Joanne McGunagle, Ms. Stump Olsen, Ms. Sara Ossana, Ms. Sylvia Panciera, Ms. Deana Pecchia, Mr. Mark Perotti, Ms. Janet Pratt, Mr. Robert Ricci, Ms. Dawn Rubino, Ms. Kathie Shields, Ms. Heather Singleton, Ms. Linda Soderberg, Ms. Kristen Taft, Ms. Iris Thomson, Mr. Dan Toussaint, Ms. Karen Vaillancourt, Ms. Dale Venturini

Welcome and Introductions

Chair Kitchin opened the meeting at 8:10AM and thanked everyone for coming. He gave regrets on behalf of Governor Raimondo. The Chair recognized Director Jensen along with the Board Officers and Executive Director Olson.

Chair Kitchin introduced Director Jensen. The Director noted that the alliance of the Department of Labor and Training (DLT), Commerce Corporation and the Governor's Office is going "beautifully". Director Jensen stated that we need to embrace change as we did in the past and to empower workers so that we can move on to a new economy.

Director Jensen introduced Ms. Wendy Mackie, CEO of RI Marine Trades Association. Ms. Mackie stated that we need to move at the "speed of business". She said there is a positive energy around workforce development and economic development and that RI is on the cutting edge. Ms. Mackie said it is crucial to be responsive to the needs of employers so when she was contacted by Peter Van Lancker of Hinckley Yachts she immediately reached out to Director Jensen and Commerce Secretary Stefan Pryor. With the assistance of WPGRI, they will implement customized and On-the-Job training to assist this expanding business.

Chair Kitchin thanked those that were involved in this endeavor and noted that the vote for assisting this business will take place later during the meeting.

Committee Reports

Executive Committee: Chair Kitchin gave overviews of the Strategic Plan and the Dashboard and explained their purposes. He noted the importance of these tools.

Board Development/Marketing Task Force: Mr. Ouellette stated that the responsibility of this committee is recruiting new members and assisting/retaining current members. He stated that in 2014 the committee took on the task of marketing the Workforce Partnership of Greater RI (WPGRI); their focus is On-the-Job training. This year WPGRI wrote eighty-five On-the-Job Training contracts for a total of \$652,000. Twenty-eight new employers took advantage of this program. He extended his thanks to the members of this committee and also to Chair Kitchin for his dedication to the WPGRI.

Finance Committee: Ms. Slocum stated that this committee held four meetings in FY2015. Each year the committee is responsible for reviewing the budget that is prepared by the WPGRI Executive Director; it is then presented to the Executive Committee and the full board for approval. \$12.3 million was approved by the board in September of 2014. This fiscal year, WPGRI will spend over \$8.5 million on workforce development activities. She noted that WPGRI is on track to achieve the threshold spending requirement of 70% for the federal WIA allocation. In August they will start working on the FY2016 budget and will present it to the board in September.

Strategic Development and Evaluation Committee: An overview was given by Ms. Patry. She noted that in an effort to be more efficient the Strategic Development and the

Quality Assurance Committees merged this year. This committee does a monthly review of the Dashboard and a quarterly review of the Strategic Plan. They are currently working on WIOA Implementation. The monitoring of the One Stop facilities is one of their responsibilities; this took place in May. During this monitoring process they surveyed six customers; all feedback was positive and many felt that the centers exceeded their expectations. She stated that over 300 customers have received training through the Workforce Investment Act for a total of \$1.3 million. Seventy percent of this 300 is still employed.

Youth Council: Mr. Wielgus stated the Youth Council was successful in serving over 2,000 RI youths this fiscal year. He noted that they established relationships and internship opportunities with approximately 300 companies. The council worked on developing joint RFP's with Workforce Solutions of Providence/Cranston to increase efficiency for JDF and DHS/TANF summer programming funding. The board also worked on developing a pilot program with the Office of Rehabilitation Services (ORS) where five youths participated in a job shadowing. The Incumbent worker training & Express Grants funded by GWB included a youth internship. (Thirty-seven companies provided internships to 39 youths resulting in 12 part time/full time jobs.)

Mr. Wielgus reviewed goals for next year and thanked the Youth Committee Members.

On-the-Job Training Video

Executive Director Olson introduced the On-the-Job training video featuring Atrion and Interplex, two of the companies that have had success with this program. She noted that the lead time for the On-the-Job training program has decreased from three weeks to five business days over the past three years.

Board Business

- ***Vote: Minutes of May 12, 2015***
A motion was made by Ms. Slocum to approve the minutes of the May 12 board meeting as submitted. Ms. Smith seconded the motion, all were in favor.
- ***Vote: 90-Day Extension for Operations***
A motion was made by Ms. Slocum to approve the 90-Day Extension for Operations. Mr. Cooper seconded the motion, all were in favor.
- ***Vote: Strategic Plan Update***
A motion was made to approve the Strategic Plan update as submitted by Mr. Pingitore. Ms. Jedson seconded the motion, all were in favor.
- ***WPGRI Dashboard (Information)***
- ***Vote: WIA Youth Centers funding \$2.4 million***
A motion was made by Mr. Wielgus to approve the funding for the WIA Youth Centers. Ms. Patry seconded the motion, all were in favor.

(Chair abstained from voting.)

- ***Vote: JDF Youth Centers Funding \$350,000***

Mr. Wielgus made a motion to approve JDF Youth Centers Funding. Mr. Ouellette seconded, all were in favor.

- ***Vote: Allocate \$260,000 WIA funding for company expansion***

Mr. Kitchin noted that this money is already committed in the budget.

Ms. Smith made a motion to approve. The motion was seconded, all were in favor. Mr. Wielgus abstained from voting.

- ***Vote: Board Officer Nominations***

Steven H. Kitchin, Chair: Ms. Patry made a motion to reelect Mr. Kitchin as Board Chair. Mr. Wielgus seconded the motion, all were in favor.

Paul Ouellette, Vice Chair: Mr. DeSantis made a motion to reelect Mr. Ouellette to the position of Vice Chair. Mr. Mancinho seconded the motion, all were in favor.

Robin Ann Smith, Secretary: Mr. Cooper made a motion to reelect Ms. Smith as Secretary. Mr. Seaback seconded the motion, all were in favor.

Lauren Slocum, Treasurer: Ms. Smith made a motion to reelect Ms. Slocum as treasurer. Mr. Kitchin seconded the motion, all were in favor.

Vote: Adjournment

Chair Kitchin asked for a motion to adjourn; the motion was made by Ms. Slocum. It was seconded by Mr. Wielgus, all were in favor. The meeting adjourned at 9:21AM.