

**GOVERNOR'S WORKFORCE BOARD RHODE ISLAND**  
**September 16, 2010 BOARD MEETING MINUTES**

**ATTENDANCE**

**BOARD MEMBERS (\*DENOTES ABSENCE)**

Mario Bueno	Joseph MarcAurele*	Sharon Moylan	Keith Stokes*
Robin Coia	Paul MacDonald	Robert Nangle	Cathy Streker*
Ray DiPasquale*	William McGowan	George Nee	Martin Trueb
Deborah Gist*	Brandon Melton	Sandra Powell	Pheamo Witcher

**GWB STAFF:** Lisa D'Agostino, Nancy Olson, Dan Brown, Maureen Mooney

**DLT STAFF:** Sue Chomka, Jen Buck, Mary Ellen McQueeny-Lally, David Tremblay, Maureen Palumbo, Connie Parks

**GUESTS:** Janet Raymond, Providence Chamber; Malcolm Baxter, United Way; Ruth Ricciarelli, Center for Health Professions; Judy Jones & Linda Katz, Poverty Institute; Gail Patry & Marguerite McLaughlin, Quality Partners; Andrea Castaneda, RI Department of Education; Robert Kalaskowski, RI Senate; Paul Harden, RIEDC; Fred Law, New Horizons; Fred Santaniello and Jeff Polucha, New England Tech; Cheryl DaCosta, Tech Collective; Todd Flaherty, College Crusade; Michelle Brophy, Corporation for Supportive Housing; Jill Holloway, Professional Development Center; Robert Bromley, RI Senate;

**LOCATION:** Department of Labor & Training, conference room 73-1

Vice Chair William McGowan called the meeting to order at 8:15 a.m. and welcomed everyone to the meeting.

**Meeting Minutes**

Vice Chair McGowan requested a motion to approve the minutes of the Governor's Workforce Board's annual meeting held on June 17, 2010.

**VOTE on motion to approve:** S. Moylan moved to approve, seconded by S. Powell. All approved. Motion to vote passes.

**VOTE** to approve June 17, 2010 Governor's Workforce Board meeting minutes. All approved. June 17, 2010 meeting minutes approved.

**Vice Chairman's Comments**

Vice Chair McGowan indicated that the board would be brought up to date on the work accomplished over the summer and that he would move directly to the agenda items.

## **Administrative Business**

Vice Chair McGowan reported there are several items of administrative business that require a vote and that these items were approved at the August 16, 2010 Executive Committee meeting.

### ***Acting Executive Director Appointment***

Vice Chair McGowan asked for a motion to formalize the appointment of Lisa D'Agostino as the Acting Executive Director of the Governor's Workforce Board (GWB).

**VOTE on motion to approve:** P. McDonald moved to approve, seconded by G. Nee. All approved. Motion to vote passes.

**VOTE** to approve the appointment of the Acting Executive Director. All approved. Acting Executive Director appointment approved.

### ***Acting Executive Director Signatory Authority***

Vice Chair McGowan reported that a motion and vote is in order to give Lisa D'Agostino signatory authority as the Acting Executive Director of the GWB.

**VOTE on motion to approve:** P. McDonald moved to approve, seconded by G. Nee. All approved. Motion to vote passes.

**VOTE** to approve signatory authority of the Acting Executive Director. All approved. Acting Executive Director signatory authority approved.

### ***Authorization of the Chair to Execute Instruments***

Vice Chair McGowan reported that a motion and vote is in order to give authorization to the Chair, Joseph MarcAurele, of the Governor's Workforce Board to execute instruments as annually authorized by the board, in the name of the board.

**VOTE on motion to approve:** G. Nee moved to approve, seconded by R. Nangle. All approved. Motion to vote passes.

**VOTE** to approve authorization of the Chair to execute instruments. All approved. Authorization of the Chair to execute instruments approved.

## **Workforce Investment Notices**

Vice Chair McGowan explained that the Workforce Investment Notices (WINs) are usually on the consent agenda portion of the agenda. He noted that there was not a quorum for voting purposes on this agenda item at the August Planning & Evaluation Committee meeting so the notices need to be brought before the board for a vote. Vice Chair McGowan asked David Tremblay of the State Workforce Investment Office (SWIO) to review the WINs, noting there would be one vote for all five notices.

### **Workforce Investment Notice: 09-21 Lower Living Standard Income Level (LLSIL) & Self-Sufficiency Guidelines for 2010**

D. Tremblay explained that the LLSIL guidelines are used to determine eligibility based on family income for youth and for "priority of service" adults. The Self-Sufficiency Guidelines are used to determine eligibility based on a lack of self-sufficient wage for employed individuals.

**Workforce Investment Notice: 09-22 Dislocated Worker Allocations for PY2010**

D. Tremblay noted that the Workforce Investment Act (WIA) requires the Governor to prescribe the formula used in issuing allocations to the sub-state grantees and to assign weights to a set of five formula factors. This WIN lists the weights assigned to the formula factors for the PY-2010 Dislocated Worker allocations.

**Workforce Investment Notice: 09-23 Changes in American Recovery and Reinvestment Act (ARRA) Youth Allocations**

D. Tremblay noted that this notice provides additional guidance on the State Workforce Investment Office plan to rescind a portion of the additional ARRA Youth funds previously distributed to the Workforce Partnership of Greater Rhode Island (WPGRI) and redistribute this portion to Workforce Solutions of Providence/Cranston (WSPC).

**Workforce Investment Notice: 10-01 Guidance on Job Seeker Hiring Process for Jobs Now RI**

D. Tremblay noted this WIN transmits guidance on the process for hiring a qualified job seeker through the Jobs Now RI program, specifically an explanation of how the contract would be entered into.

**Workforce Investment Notice: 10-02 Changes in Dislocated Worker Allocations for PY09/FY10**

D. Tremblay noted that the purpose of this WIN is to provide guidance on the State Workforce Investment Office's distribution of additional Dislocated Worker monies to the WSPC.

With no further questions or discussion, Vice Chair McGowan asked if there was a motion to approve the WIN notices as presented.

**VOTE on motion to approve:** G. Nee moved to approve, seconded by B. Melton. Director Powell recused herself from the vote because she is the State WIA liaison. Pheamo Witcher recused herself from the vote. Motion to vote passes.

**VOTE** to approve WIN notices as presented. All approved. WIN notices approved.

**Waiver Requests U.S. Department of Labor**

Vice Chair McGowan asked David Tremblay to explain the waiver requests that have been submitted to the U.S. Department of Labor (USDOL).

**WIA Waiver Request: To Allow the State of Rhode Island to use Rapid Response Funds for Incumbent Worker Training.** This would allow 20 percent of Rapid Response funds to be used to support RI Incumbent Worker Training activities in the context of layoff aversion. This waiver would provide Rhode Island with the needed flexibility to meet the growing need of employers who are experiencing difficulty during this economic downturn.

**WIA Waiver Request: To Allow the State of Rhode Island to Waive Credential/Certificate Attainment for Participants in the On the Job Training Program.** The goal of this waiver is to give the local workforce investment areas greater flexibility and access to use of the OJT program without having a negative impact on credential/certificate related to this performance standard.

**WIA Waiver Request: To Allow the State of Rhode Island to Increase Employer Reimbursement for On the Job Training.** This waiver provides the state with greater flexibility in responding to the local labor markets. WIA funds will be utilized in a manner that maximizes the state's response to the requests of businesses in need by delivering job training and workforce development services that are relevant to the local economy.

**WIA Waiver Request: Discontinue the Collection of Seven of the Data Elements in Section 1 of the WIASRD for Incumbent Workers Trained with WIA Funds.** This waiver would allow the State to discontinue the collection of seven of the data elements in Section 1 of the WIASRD for incumbent workers trained with State-level 15% set aside or Rapid Response funds. This would reduce the burden on businesses served under WIA-funded incumbent worker training programs.

D. Tremblay reported that a public hearing on the waiver requests will be held on October 6, 2010 and that any revisions will be brought before the Board.

Vice Chair McGowan asked if there was a motion on the USDOL waiver requests.

**VOTE on motion to approve:** G. Nee moved to approve, seconded by B. Melton. Director Powell recused herself from the vote because she is the State WIA liaison. Motion to vote passes.

**VOTE** to approve Waiver requests as presented. All approved. Waiver requests approved.

### **Consent Agenda**

Vice Chair McGowan indicated that the 4 items on the consent agenda will be discussed individually so board members can be informed of the details of the specific funding requests. He noted that a separate vote will be taken on each item.

### ***Job Development Fund (JDF) Reserve***

Vice Chair McGowan asked Lisa D'Agostino to discuss the funding request for the JDF reserve fund. L. D'Agostino explained that establishing this reserve is a prudent step in the budget process due to a lack of carryover funds. She indicated this reserve fund would address any fluctuations in the budget that may occur and if not needed, the funds could be used for other purposes.

Vice Chair McGowan asked if there was a motion on the funding request for the JDF reserve.

**VOTE on motion to approve:** G. Nee moved to approve, seconded by M. Trueb. All approved. Motion to vote passes.

**VOTE** to approve the JDF reserve fund. All approved. JDF reserve approved.

### ***Comprehensive Worker Training Grants***

Vice Chair McGowan reminded board members of the uncertainty of the State budget earlier in the year and the 1M cut in the JDF. He mentioned that the legislature did restore most of the funding which allows the board to award additional funding for the training grants. He asked Nancy Olson to explain this funding request. N. Olson reported that at the September 1, 2010 meeting, Strategic Investment Committee members approved additional funding for the grants in the amount of up to \$350,000. She indicated that based on rating scores, 16 additional companies will be funded.

Vice Chair McGowan asked if there was a motion on the funding request for the Comprehensive Worker Training grants.

**VOTE on motion to approve:** G. Nee moved to approve, seconded by M. Trueb. R. Nangle and P. Witcher recused themselves from the vote as they are recipients of a Comprehensive Worker Training grant. All others approved. Motion to vote passes.

**VOTE** to approve funding in the amount of up to \$350,000 for the Comprehensive Worker Training grants. The majority approved. Comprehensive Worker Training grant funding approved.

### ***Industry Partnerships***

Vice Chair McGowan asked Nancy Olson to review the funding request for the Industry Partnership program. N. Olson reported that at the September 1, 2010 meeting, Strategic Investments Committee members approved funding in the amount of up to \$300,000 of JDF for the partnerships to continue through June 30, 2011. She indicated that this funding may be leveraged with up to \$1M of WIA set aside. She explained that in order to utilize WIA funding, staff need to determine what activities would be eligible under this funding. N. Olson indicated that this information would be brought back to the Strategic Investments Committee and that a presentation of the industry partner's work will be presented to the board at a future meeting.

Vice Chair McGowan asked if there was a motion on the funding request for the Industry Partnerships.

**VOTE on motion to approve:** B. Melton moved to approve, seconded by G. Nee. All approved. Motion to vote passes.

**VOTE** to approve funding in the amount of up to \$300,000 for the Industry Partnerships to continue through June 30, 2011. All approved. Industry Partnership funding approved.

### ***Youth Centers***

Vice Chair McGowan asked Nancy Olson to review the funding request for the Youth Centers. N. Olson reported that at the September 1, 2010 meeting, Strategic Investments Committee members approved funding in the amount of up to \$100,000 to support the Youth Centers through June 30, 2011.

Vice Chair McGowan asked if there was a motion on the funding request for the Youth Centers.

**VOTE on motion to approve:** M. Trueb moved to approve, seconded by G. Nee. All approved. Motion to vote passes.

**VOTE** to approve funding in the amount of up to \$100,000 for the Youth Centers to continue through June 30, 2011. All approved. Youth Center funding approved.

### **Committee Reports**

Vice Chair McGowan noted the schedule change for the October board meeting noting that it will be held on Wednesday, October 20, 2010 at 3:30 p.m.

Vice Chair McGowan reported on the August 31<sup>st</sup> Planning and Evaluation committee meeting and indicated that the committee will be taking a look at the Strategic Plan in order to ensure everything is on target. He asked for input from board members.

Vice Chair McGowan reported for Chair MarcAurele that the next Strategic Investments Committee and Executive Committee meetings will be held on October 13, 2010.

Vice Chair McGowan reported for Commissioner Di Pasquale that the Adult Education Committee has a meeting scheduled for October 7, 2010. He mentioned that at the September Strategic Investments Committee meeting it was suggested that the Adult Education Committee meet earlier and an additional meeting was scheduled for September 24, 2010 at 8:00 a.m. He noted that the reason for this meeting is to hear concerns from the committee and the adult education community about lack of staff at RIDE and the oversight of the adult education contracts that have recently been awarded. He reported that Andrea Castaneda, Chief of the Division of Accelerating School Performance which oversees adult education, will be presenting and speaking about the realignment within the department and the role of adult education within this structure.

Sharon Moylan, Chair of the Board Development Committee reported that the next meeting will be held on October 27, 2010 at 8:30 a.m.

Brandon Melton, Chair of the Youth Development Committee reported that the next Youth Development Committee will be held on October 4, 2010 at 8:00 a.m. He indicated that he is pleased with the funding request for the youth centers and that there will be a full presentation on the Youth system at the October board meeting.

### **The Green Technology Consortium Year 1 Presentation**

Vice Chair McGowan indicated that the Green Industry Partnership is completing Year 1 and that Jeff Polucha will be presenting information on the Green Technology Consortium. A handout of the PowerPoint presentation is available in the board meeting packet.

### **Other Business**

With no further business, Vice Chair McGowan asked for a motion to adjourn the meeting.

**VOTE:** M. Trueb moved to approve. R. Nangle seconded the motion.  
The vote was unanimous, the motion passed.

The meeting adjourned at 9:35 a.m.

Respectfully submitted,

Maureen Mooney