

GOVERNOR'S WORKFORCE BOARD RHODE ISLAND
September 15, 2011

BOARD MEETING MINUTES

ATTENDANCE

BOARD MEMBERS (*DENOTES ABSENCE)

Mario Bueno	Constance A. Howes	George Nee
Robin Coia*	Paul MacDonald	Keith Stokes*
Ray DiPasquale	William McGowan	Cathy Streker
Charles J. Fogarty	Brandon Melton	Martin Trueb
Deborah Gist	Sharon Moylan	Pheamo Witcher
Mike Grey	Robert Nangle	

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

DLT STAFF: Sean Fontes, Sue Chomka, Diane Gagne, Marie DeRoche, Maureen Palumbo, Chris Grieco, Laura Hart

GUESTS: Cheryl DaCosta, Tech Collective; Ruth Ricciarelli, HARI; Rick Brooks, UNAP; Ray Choinere, RI House Policy; Marguerite McLaughlin, Quality Partners of RI; Robert Kalaskowski, Senate Policy Office; Paul Harden, RIEDC; Mark Perrotti, Workforce Solutions of Providence/Cranston; Judy Jones, Poverty Institute; Tom Costello, CCRI; Malcolm Baxter, United Way volunteer; Andrea Castaneda, RIDE; Robert Bromley, Senate Fiscal

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

Call to Order and Welcome

Chair Howes called the meeting to order at 8:05 a.m. She welcomed everyone to the meeting.

Meeting Minutes

Chair Howes requested a motion to approve the minutes of the Governor's Workforce Board's meeting held on June 27, 2011.

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

VOTE to approve Governor's Workforce Board meeting minutes. All approved.
June 27, 2011 meeting minutes approved.

Chair's Comments

Chair Howes reported that two vacancies currently exist on the board and that these positions should be filled in the next few months. She mentioned that with all of the changes of the board, that a board orientation and/or retreat will be held later in the year. She noted the importance of revisiting the State

Strategic Plan. Chair Howes reported that she has been interviewing for the position of the Governor's Workforce Board (GWB) Executive Director with Director Fogarty and George Nee. She stated it is anticipated that the GWB Executive Director should be in place by the beginning of November. Chair Howes reported that the Executive Committee met on September 7th and reviewed the GWB Financial Analysis that will be presented to the board today. She asked board members to consider their current committee assignments and let her know if they wished to be reassigned to different committee(s).

Acting Executive Director's Report

Chair Howes asked Lisa D'Agostino to present the Acting Executive Director's report. L. D'Agostino reported that the negotiations for Industry Partnership contracts are complete and that the contracts began on September 1st. She stated that staff will be meeting with the Industry Partnerships on a monthly basis for the purpose of identifying strategies and building upon best practices. She noted that this collective work will be essential in learning what businesses need.

L. D'Agostino mentioned that the GWB Annual Report is due on September 30, 2011 and is being prepared by Laura Hart in concert with the GWB and the State Workforce Investment Office (SWIO). The report describes the goals, activities, investments and results of the Board's efforts for the period of July 1, 2010 through June 30, 2011.

L. D'Agostino reported that Director Fogarty has reinstated the Workforce Cabinet which is comprised of State Agency Department heads whose work involves workforce development. She mentioned the Plan Management Team which has been working on the alignment of programs based on the State Strategic Plan, populating the data and providing insights. She noted that with the Workforce Cabinet changes, the cabinet leadership has been asked to name designees for the reformed Senior Management Work Group. This work group will be continuing the work associated with the coordination of the programs and services relating to the strategic plan and will assist in compiling the Unified Workforce Development Expenditure and Program Report due on December 31, 2011. L. D'Agostino noted that Budget Article 24 calls for the establishment of an advisory group, made up of stakeholders in the workforce development area, to assist the GWB in analyzing workforce development services provided throughout the state.

L. D'Agostino indicated that the GWB continues to receive requests for leveraged grants. She also noted the inquiries from business on the comprehensive workforce training grants and business investment grants.

L. D'Agostino mentioned that board members who have not yet received their badges will be provided with a time to do so after a committee meeting or board meeting. She also asked for bios for the Board Resource Guide, if not already submitted. She asked Sean Fontes, DLT Executive Counsel to review the agenda for the board training sessions offered to all DLT board members on the topics of ethics and open meetings. She noted these training sessions were scheduled for September 19th and 26th.

FY11/FY12 Budget Update

Chair Howes asked Director Fogarty to provide an update on the FY11/FY12 budget. C. Fogarty reported that as a result of the June legislative session there was a change in both the RI Department of Education (RIDE) and GWB budgets which left \$2.3M less in the Job Development Fund (JDF) for board initiatives. He noted that \$2.3M from the JDF, due to a \$2.3M reduction in general revenue to the RIDE budget, was designated for adult education programs through RIDE however the funding was not transferred from the State general revenue.

C. Fogarty reported that the Senate was contacted on this matter and it was clarified to him that this was not the intention. He reported they also met with Richard Licht at the RI Department of Administration (DOA). DLT/GWB and RIDE were asked to work collaboratively to resolve this funding issue. C. Fogarty reported that DLT/GWB and RIDE have been working towards a solution on this

budget adjustment which involves a compromise on the \$2.3M. C. Fogarty thanked Commissioner Gist and Andrea Castaneda for their efforts. He indicated that by October there should be a clearer understanding of the programs that the GWB would be able to fund (other than the Industry Partnerships which will be funded at \$1M). Commissioner Gist thanked Director Fogarty, Lisa D'Agostino and Andrea Castaneda for their collaboration and noted the importance of minimizing the impact on all programs for both DLT and RIDE.

On another budget topic, C. Fogarty reported that the GWB has been understaffed for a time and that along with the new Executive Director position there is a monitoring position open that will manage audit and review functions within the GWB. He indicated that by the end of the year the GWB should be up to its full staffing level.

There were questions and a discussion on the financial analysis report provided on the FY11/FY12 budget. C. Fogarty noted, in response to a question, that to date the GWB to date has committed to fund the Industry Partners. He stated that the board will decide on the funding priorities once the budget is finalized. G. Nee stated for the record of his concern about the FY12 10% Indirect Cost Recovery (\$1.1M) as well as the DOR/Employer Tax Unit costs (\$689,044) and the DOA Centralization costs (\$147,881). He stated he felt the business community would not be happy about these costs particularly if workforce training grants are not able to be funded. He indicated that a concerted effort to speak with the Governor and the General Assembly on these budgeted expenditures was necessary. It was also suggested that a meeting be held with Director Licht of DOA to formally make an appeal.

Committee Chair Updates

Chair Howes asked Committee Chairs to provide an update on the work of the committees.

Adult Education

Committee Chair Di Pasquale reported that next meeting is scheduled for September 29th noting this will be a critical meeting and that a resolution to the budget should happen by that date.

Board Development Committee

Committee Chair Sharon Moylan reported that the Board Development Committee will be meeting on October 3rd and will be reviewing the draft of the Board Resource Guide, and will begin planning for the board retreat and the 2012 annual meeting.

Career Pathways System Task Force (CPSTF)

Committee Chair Brandon Melton provided an overview of the progress of the task force and noted the continued work on creating a design of the system identifying key stakeholders and components. He noted that based on Labor Market Information (LMI) data that the committee will be looking at a demonstration project of one or more of the following industries including defense, hospitality, IT/BIO and healthcare. He indicated the committee will decide on one or two of these industries or occupations for this demonstration project. He noted the CPSTF planning committee has been meeting prior to each task force meeting and consists of staff from DLT, RIDE and higher education.

ESAC Committee

Committee Chair McGowan reported that this committee is not currently meeting.

Executive Committee

Chair Howes reported that the Executive Committee met on September 7th and discussed the FY11/FY12 Budget and Program update, the proposed board orientation session and committee assignments.

Planning & Evaluation Committee

Committee Chair McGowan reported that the August Planning & Evaluation Committee meeting was postponed and that the committee will meet on November 8th. He noted the importance of a review of the State Strategic Workforce Plan particularly with the current budget restrictions.

Strategic Investments Committee

Chair Howes reported that the Strategic Investments Committee will meet on October 11th.

Youth Development Committee

Committee Chair Melton reported that the Youth Development Committee met on September 8th at the Providence Youth Center. He reported the youth committee was provided with an update on the JDF and its possible impact on youth programs. He stated the committee was provided with updates on the 2011 Career & Technical Afterschool program, the 2011 summer work program and Shared Youth Vision replication project.

Old/New Business

Chair Howes asked if there was any old or new business to come before the board. Since there was no further business, Chair asked for a motion to adjourn the meeting.

VOTE: B. Melton moved to approve. W. McGowan seconded the motion.
The vote was unanimous, the motion passed.

The meeting adjourned at 9:02 a.m.

Respectfully submitted,

Maureen Mooney