

GOVERNOR'S WORKFORCE BOARD RHODE ISLAND
October 20, 2011

BOARD MEETING MINUTES - DRAFT

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, Dan Brown, Angelo Dafonseca, Maureen Mooney

DLT STAFF: Sean Fontes, Sue Chomka, Diane Gagne, Marie DeRoche, Maureen Palumbo, Chris Grieco, Laura Hart, David Tremblay, Hector Rivera, Sue Biagoni,

GUESTS: Kathie Shields, Tech Collective; Ruth Ricciarelli, HARI; Rick Brooks, UNAP; Ray Choinere, RI House Policy; Marguerite McLaughlin, Healthcentric Advisors; James Glover and Richard Beneduce, Workforce Solutions of Providence/Cranston; Judy Jones, Poverty Institute; Malcolm Baxter, BIS; Robert Bromley, Senate Fiscal, Philip Less, RIDE; Jen Cornwell, RIMTA; Heather Singleton, RI Hospitality; Sarah Griffen, RISES

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

Call to Order

Chair Howes called the meeting to order at 8:10 a.m. She welcomed everyone to the meeting.

Meeting Minutes

Chair Howes asked if there was a motion to approve the minutes of the Governor's Workforce Board's meeting held on September 15, 2011.

VOTE on motion to approve: C. Fogarty moved to approve, seconded by W. McGowan. All approved. Motion to vote passes.

VOTE to approve Governor's Workforce Board meeting minutes. All approved. September 15, 2011 meeting minutes approved.

Chair's Comments

FY12 Budget Update

Chair Howes asked Diane Gagne to provide an update on the FY12 Budget. D. Gagne referred to the handout, a working draft of the GWBRI Financial Analysis (dated 10/19/11). D. Gagne reported that after an FY11 revenue adjustment made to FY12 that the available balance for board priorities is approximately \$307,000. She indicated that \$357,000 was misallocated to GWB when it should have been allocated to the trust fund solvency account, a requirement effective January 2011.

Chair Howes explained the available balance was reported as being closer to \$600,000 at the October Strategic Investments Committee meeting. It was stated at this meeting that due to budget limitations, the GWB would not be able to respond to all of the requests brought before the committee. IT was stated there will be a pause on any new proposals until after the board convenes at the December 1st retreat to determine the current priorities of the board. Chair Howes reported that the committee did approve modest requests that were related to prior initiatives.

Director Charles Fogarty updated the board on the legislative change in the appropriation of funding that reduced the discretionary funds of the board. He reported that both sides of the legislature did not sign off on the request to reinstate the funds. Noting we are in the fourth month of the fiscal year, he did not anticipate any changes in the funding going forward. C. Fogarty explained the impact of the budget limitations on GWB staffing and indicated that the position of Executive Director is funded, along with the Sr. E & T Monitoring Specialist position. He stated that other GWB positions are on hold. He mentioned the recent posting of one position which was rescinded due to the recent change in funding. C. Fogarty noted that the FY12 budget issue brought to the forefront the importance of educating the legislators on the funding both for workforce development and for RIDE.

Board Retreat/Committee Assignments

Chair Howes emphasized the importance of the board's decisions in prioritizing the initiatives based on the limited funding available. She stated this is a key topic planned for the December board retreat and urged all board members to attend. She added that committee assignments will be reviewed and discussed at the retreat as well.

GWB Executive Director Appointment

Chair Howes reported that interviews were concluded, recommendations were made to the Governor, and a candidate was selected for the Board's consideration. Chair Howes noted that the Board will convene into Executive Session for discussion on the appointment of the GWB Executive Director and will come back to the meeting for a formal vote.

Acting Executive Director's Report

Chair Howes asked Lisa D'Agostino to present the Director's Report. L. D'Agostino referred to the FY2011 GWB Annual Report, included in the meeting packet, and indicated it was submitted on September 30th. She acknowledged the work of Laura Hart, David Tremblay, Nancy Olson and Nicki Romeo on this report. L. D'Agostino reported on the external meetings attended by GWB staff in the past month including the Funder's Collaborative, the Welcome Back Center Advisory Council, and the Community Advisory Committee. She mentioned that she attended a recent meeting of the

Workforce Alliance with Director Fogarty. She noted the importance of attending these meetings to align investments, leverage resources and uncover duplicative funding.

L. D'Agostino introduced GWB staff member Angelo Dafonseca, Senior E & T Monitoring Specialist, who will be working on contract monitoring and compliance.

Chair Howes and Director Fogarty thanked L. D'Agostino for her commitment and hard work in serving as Acting Executive Director of the Governor's Workforce Board.

Executive Session

Chair Howes asked if there was a motion to go into Executive Session in accordance with RIGL 42-46-5 (a)(1) to discuss the appointment of the Executive Director. She stated that notice was given to the candidate of the right to request an open meeting session, and indicated there was no response.

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

VOTE to approve motion to go into Executive Session for discussion on the appointment of the Executive Director. All approved. Executive Session for discussion on the appointment of the Executive Director approved.

At approximately 8:35 a.m. the board entered the Executive Session which was held in conference room 73-2 at the RI Department of Labor & Training. The following denotes the attendance of the board members at the Executive Session:

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

After the discussion, Chair Howes asked if there was a motion to reconvene into public session.

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

VOTE to approve motion to reconvene into a public session for the vote on the Executive Director. All approved. Motion to reconvene into public session approved.

Appointment of the Executive Director

Once reconvened in public session, Chair Howes provided an overview of the search and interview process for the position of GWB Executive Director to those attending the meeting. She asked the board if there was any further discussion.

Since there was no further discussion, Chair Howes asked if there was a motion to appoint Rick Brooks as the Executive Director of the Governor's Workforce Board.

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

VOTE to appoint Rick Brooks as the Executive Director of the Governor's Workforce Board. All approved. Rick Brooks is approved as the Executive Director of the Governor's Workforce Board.

After the vote was taken, Chair Howes stated that R. Brooks would begin work on November 21, 2011.

C. Fogarty reported that a new board member was appointed last week by the Governor. The new board member is Juana Horton, president & CEO of Horton Interpreting, Inc. who represents small business. This board position has membership on the State Workforce Investment Board (SWIB) which does not require advice and consent. C. Fogarty indicated she will be at the board retreat in December.

C. Fogarty asked board members for recommendations for the last vacant position on the board. He indicated membership requirements include a person who has a disability and represents business. He stated this board position requires advice and consent.

Consent Agenda

Chair Howes noted the consent agenda in the board packets. She asked Brandon Melton to provide information on consent agenda Item 1. B. Melton reported that at the September 22, 2011 meeting, Career Pathways System Task Force members approved the selection of the Health Care industry and Information Technology industry as part of a demonstration model for the Career Pathways System.

C. Howes asked if there was a motion to approve the selection of the Health Care industry and Information Technology industry as part of a demonstration model for the Career Pathways System.

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

VOTE for selection of the Health Care industry and Information Technology industry as part of a demonstration model for the Career Pathways System. All approved.
The Health Care industry and Information Technology industry are approved.

Addressing consent agenda item 2, Chair Howes noted that at the October 11, 2011 Strategic Investments Committee meeting, members approved additional funding for the Industry Partnerships in the amount of \$1,118,310.75. She noted \$113,410.78 was recaptured from the de-obligation of funds from the previous year's Industry Partnerships and an additional \$5,000 was approved to fund the total contract amount. She asked if there was a motion to approve the recapture of \$113,410.78 and for the additional \$5000 to fund the Industry Partnerships.

C. Howes asked if there was a motion to approve the recapture of \$113,410.78 and an additional \$5000 to fund the Industry Partnerships.

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

VOTE for the recapture of \$113,410.79 and an additional \$5000 to fund the Industry Partnerships for FY12. All approved. Industry Partnerships funded in the amount of \$118,410.79 for FY12.

Addressing consent agenda item 3, Chair Howes reviewed the funding request for RISES (Relevant Integrated Skills and Education Strategy (RISES)). She noted that at the October 11, 2011 Strategic Investments Committee meeting, members approved a funding request for RISES in the amount of \$40,000. She stated that \$20,000 would be funded in FY12 and \$20,000 in FY13. She explained this work will support the public policy work of the GWB and the Career Pathways System Task Force through mapping and analyzing the regulations, policies, and reporting requirements of local, state and federal workforce funding streams. It will identify those regulatory or policy changes that would provide the state with greater flexibility to align those funding streams.

She asked if there was a motion to approve the funding request for RISES in the amount of \$40,000.

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

VOTE to approve the funding request for RISES in the amount of \$40,000. All approved. Funding request in the amount of \$40,000 approved.

Committee Chair Reports

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

Adult Education

There was no report provided since Chair DiPasquale was unable to attend.

Board Development Committee

Committee Chair Sharon Moylan reported that the Board Development Committee met on October 3rd and reviewed the Board Resource Guide which will be distributed at the board retreat. She reported that the date of the GWB Annual meeting is Thursday, May 17, 2012. She mentioned the date of the board retreat is December 1, 2011 and hopes everyone will attend.

Career Pathways System Task Force (CPSTF)

Committee Chair Brandon Melton reported on the progress of the Career Pathways System Task Force and noted that the IT and Health Care workgroup met to discuss and share best practices. He noted the next CPSTF meeting will be held on November 10, 2011.

Planning & Evaluation Committee

Committee Chair McGowan reported that the next Planning & Evaluation Committee is scheduled for November 8, 2011.

Strategic Investments Committee/Executive Committee

Chair Howes reported that the Executive and Strategic Investments Committees will not meet in November but will resume meeting after the Board retreat on December 1st after the funding priorities for board initiatives are discussed and determined.

Youth Development Committee

Committee Chair Melton reported he and Maureen Palumbo will be presenting at the November 15th USDOL regional conference, where the focus will be on youth development, collaboration and partnerships. He reported that he and M. Palumbo are currently working on the planning of 2 youth summits; one for the public sector agencies and one for the private sector. He indicated these summits are planned between March and May.

With no further business, Chair Howes asked if there was a motion to adjourn the meeting.

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

The meeting adjourned at 9:13 a.m.

Respectfully submitted,

Maureen Mooney