

GOVERNOR'S WORKFORCE BOARD RHODE ISLAND
February 16, 2012

BOARD MEETING MINUTES

ATTENDANCE

BOARD MEMBERS (*DENOTES NOT PRESENT)

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

GWB STAFF: Rick Brooks, Nancy Olson, Dan Brown, Angelo Dafonseca, Maureen Mooney

DLT STAFF: Val Lombardi, Diane Gagne, David Francis, Laura Hart, Sue Chomka, Joe Degnan, Bernard Treml III, Marie DeRoche, Lisa D'Agostino, Diane Vendetti, Matthew Weldon, Hector Rivera

GUESTS: Kathie Shields, Cheryl DaCosta, Giselle Mahoney, Tech Collective; Ruth Ricciarelli, HARI; Ray Choinere, RI House Policy; Mark Perrotti, Richard Beneduce and Ann Walsh, Workforce Solutions of Providence/Cranston; Jen Cornwell, RIMTA; Joe Winn, CCRI; Robert Kalaskowski, RI Senate; Jill Houser, USDOL/ETA/OA; Jim White, Local 57 Engineers; Patrick Halpin, Nancy Contillo, Jamie Boughman, Rachel Croce, Atrion Networking; William Holmes, New England Regional Council of Carpenters and Chair of the State Apprenticeship Committee; Sharon Lee, RIDE; Andrew Cortes, Building Futures; Alaina Johnson, Stepping Up, Armeather Gibbs, RIEDC; Chris Hunsinger, Governor's Office

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

Call to Order and Introduction of Governor Lincoln Chafee

Chair Howes called the meeting to order at 8:04 a.m. She welcomed everyone to the meeting and introduced the Governor. Governor Chafee spoke of the challenges facing the State of Rhode Island both economically and with job creation. He acknowledged the important work being done with apprenticeship programs and the creation of the Jobs Cabinet where State department heads will focus on the economy and jobs. Chair Howes mentioned the proposed budget (FY2013) and the preservation of JDF funding for GWB and adult education. She spoke of the Governor's call for action for the GWB to create training and employment strategies and opportunities for unemployed and underemployed Rhode Islanders. She spoke of the newly created GWB Employer

Committee which will be charged with responding to employer needs and indicated that R. Brooks would be discussing the GWB Jobs Initiative later in the meeting.

Report: A Review of Registered Apprenticeship in Rhode Island

Chair Howes asked Rick Brooks to discuss the Coffey Report: A Review of Registered Apprenticeship in Rhode Island. R. Brooks provided an overview of the work done by Coffey Consultants who conducted an assessment of the State's Registered Apprenticeship program. He noted the intent was to develop an innovative program that is more expansive, demand driven, and aligned with the workforce system, education and economic development. He noted the importance of aligning the apprenticeship program with the goals of the strategic plan relating to increasing the skills and competitiveness of Rhode Island workers.

R. Brooks asked Bernie Treml, Supervisor of Apprenticeship at DLT, to speak about the expansion of apprenticeship programs and action clinics. B. Treml provided an overview of the September 2010 action clinic held in Boston which focused on best practices for registered apprenticeships and the alignment with workforce system priorities. These priorities were identified as including shared goals of increasing access to workforce education and training; designing innovative programs that fuel economic competitiveness and creating employment opportunities. He mentioned that a result of the Boston Action Clinic helped Rhode Island to form a collaborative network between the Registered Apprenticeship Program, the workforce development system and other key partners. He noted the ongoing collaboration among DLT, the GWB and Building Futures in utilizing existing resources to help promote this growth into other industries.

R. Brooks asked A. Cortes to discuss the scope of work of the Coffey report as it relates to Building Futures. A. Cortes noted that Building Futures, as an Industry Partner in the construction sector, follows national best practices relating to its mission to assist the construction industry in meeting its current and future labor needs. This involves creating career opportunities supporting registered apprenticeship programs in the building trades. G. Nee asked him to mention the recent press event relating to the partnership between Building Futures and the RI Department of Transportation (RIDOT) for the State Transportation Employment Program (STEP). A. Cortes explained this is a comprehensive and interactive construction training and skills development program tailored to the requirements of RIDOT-related construction projects. He noted that Monday's press event highlighted the successful implementation of this program and the collaboration between Building Futures and the RIDOT to strengthen and prepare the workforce.

The Governor co-signed an authorization with the Department of Labor & Training for the state's first apprenticeship program in information technology. The program sponsored by Atrion Networking Corporation, creates an Internetworking Associate Apprentice Program that includes on-the-job training and related classroom instruction.

Employer: Atrion Networking Corporation – IT Apprenticeship Program

Chair Howes asked James Boughman, Apprentice Program Manager for Atrion Networking Corporation, to provide an overview of Atrion's Apprentice Program. Through a PowerPoint presentation, he discussed the need for the program, for the bridge between academic skills and work experience and for identifying the biggest challenges. He described the successes highlighting the opportunities offered for the

unemployed, underemployed and career changers. He described the specifics of the Internetworking Associate Apprenticeship Program which includes 2,000 hours of on-the-job training and 272 hours of related classroom instruction. Chair Howes noted that Tim Hebert, CEO of Atrion and Chair of the Tech Collective, was not able to attend this meeting and acknowledged his vision and leadership.

Other key leaders were recognized for their work with apprenticeship including Jill Houser from the US Department of Labor (Employment and Training Administration), William Holmes, Chair of the State Apprenticeship Council, and James White of Local 57 Engineers.

Update on GWB Jobs Initiative

Chair Howes asked R. Brooks to provide an update on the FY2012 GWB Jobs Initiative. He noted the recent allocation of the board of \$350,000 in FY2012 funding to support short-term training and employment initiatives for unemployed and underemployed Rhode Islanders. He indicated that these funds would be used to incent employers to hire graduates of pre-employment training programs, recent graduates of targeted college programs, and other unemployed Rhode Islanders. He reviewed the specifics of the Industry Partner initiatives in healthcare, hospitality, information and bio technology and noted the estimated funding for each. He mentioned that the GWB is considering a program to incent eligible employers to hire unemployed Rhode Islanders prior to June 30, 2012 and that this incentive would be structured to encourage both large and small employers to participate.

Commissioner Gist noted the importance of enhancing career and technical education, K-12 education, adult education, and work readiness credentials as integral steps to strengthen the state workforce. Chair Howes commented about the immediate impact of leveraging Job Development Funds (JDF) to get people back to work. George Nee noted the importance of lobbying to maintain the integrity of all resources within the JDF including the 10% indirect cost recovery (\$1M) which goes into the general fund. He emphasized that this \$1M could be a significant resource in getting people back to work.

Meeting Minutes

Chair Howes asked if there was a motion to approve the minutes of the Governor's Workforce Board's meeting held on January 19, 2012.

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

VOTE to approve Governor's Workforce Board meeting minutes. All approved. January 19, 2012 meeting minutes approved.

Chair's Comments

Chair Howes referred to the draft summary in the meeting packets "Maximizing and Aligning Workforce Development Funds". She indicated this document is a follow up from the board retreat and will be discussed later in the meeting. She mentioned the upcoming vote on the GWB by-law changes which should streamline the committee structure. She noted that a further discussion of the committee changes will occur at the next board meeting.

Executive Director's Report

Chair Howes asked R. Brooks to present the Executive Director's report. R. Brooks provided an update on the USDOL Workforce Innovations Grant noting the focus of the grant will be on the development of career pathways systems. He reported on meetings held with employers, partners and community based organizations (CBO) to gather information and feedback in order to respond to the grant solicitation which encourages collaboration and partnerships. He noted the application deadline is March 22nd.

R. Brooks reported that he has been working with Laura Hart on the GWB communications plan with the goal of increasing visibility and awareness of GWB initiatives and services. He mentioned the communications plan includes a monthly electronic newsletter, an update of the GWB website and a possible blog. He mentioned the upcoming release of the skills gap study for the defense industry through SENEDIA. K. Stokes commented on the timeliness of the skills gap study due to future expansion of the workforce at Electric Boat. He noted the growing sectors of advanced manufacturing, naval education training and information technology through Raytheon. He noted that all three sectors are growing but have challenges. R. Brooks mentioned a meeting scheduled with GWB/DLT staff and Human Resources personnel of Electric Boat to discuss services to assist with meeting workforce plans. Chair Howes noted that the work of the GWB is closely aligned with the strategic objectives of the Economic Development Corporation.

GWB By-Law Changes

Chair Howes asked if there was a motion to approve the GWB by-law changes noting that the proposed changes were given to the board membership at least two weeks prior to this meeting as required.

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

VOTE to approve Governor's Workforce Board By-Law changes. All approved. GWB By-Law changes approved.

Chair Howes asked for a show of hands for this vote to show that a 2/3 majority was in favor. All hands were raised (12 members).

GWB Funding Criteria for Investments

Chair Howes asked board members for comments on the summary provided for maximizing and aligning workforce development funds. She noted a small change on Step 1: Goal 2 of the short term objectives of the GWB strategic plan. She stated that objective 2.2 should read "help employers advance the wages of workers" rather than increase the number of self-sustaining jobs. She noted that the next steps include establishing the weighting factors, determining methods for applying criteria to funding decisions and developing evaluation and tracking methods. She noted all of these will be discussed further and that any resulting actions be brought before the full board.

After a general discussion on the funding criteria, Chair Howes noted changes to the format of the board meeting to better target this meeting. She noted that the board will begin at its usual 8 a.m. time and will end by 9:30 a.m. She stated that business and

other partners will continue to be asked to speak at each meeting providing valuable insight to the board. Chair Howes stated that advocacy is needed around the work of the board and funding. M. Grey commented on the importance of meeting with the legislators on issues important to the board including goals and projects. G. Nee suggested that R. Brooks draft a sample letter that private sector members and labor could utilize to send to the legislative leadership. G. Nee spoke of the need to eliminate approximately \$1M for indirect cost recovery. He stated this money should be used for the original purpose of the JDF which is for the employers, job creation and training.

Committee Chair Reports

Chair Howes asked Committee Chairs to provide an update on the work of the committees which met since the last board meeting, noting the work of the Executive Committee and Strategic Investments Committee was previously discussed.

Committee Chair Brandon Melton reported that the Youth Development Committee met two weeks prior and reviewed the priorities of the strategic plan. He indicated that funding requests for the Youth Center funding and the Summer Work Experience Program would be presented to the Strategic Investments and Evaluation Committee.

Adjournment

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

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

The meeting adjourned at 9:30 a.m.

Respectfully submitted,

Maureen Mooney