

GOVERNOR'S WORKFORCE BOARD RHODE ISLAND
March 15, 2012

BOARD MEETING MINUTES

ATTENDANCE

BOARD MEMBERS (*DENOTES NOT PRESENT)

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

(S) denotes State Workforce Investment Board (SWIB) only

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

DLT STAFF: Sean Fontes, Diane Gagne, Laura Hart, Sue Chomka, Diane Vendetti, Maureen Palumbo, David Tremblay

GUESTS: Heather Singleton, RI Hospitality Association, Glenda Cerezo and Socrates Ramirez, Renaissance Hotel Providence; Ruth Ricciarelli, HARI; Ray Choinere, RI House Policy; Mark Perrotti, Richard Beneduce and Ann Walsh, Workforce Solutions of Providence/Cranston; Susan Daly, RIMTA; Joe Winn, CCRI; Robert Kalaskowski, RI Senate; Alaina Johnson, Stepping Up, Armeather Gibbs, RIEDC; Judy Jones, Economic Progress Institute; David DePetrillo, RI Hospitality Association; Lee Lewis, Junior Achievement; Tom Costello, CCRI; Malcom Baxter, BIS; Robin Smith, CCRI;

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

Call to Order

Chair Howes called the meeting to order at 8:03 a.m. and 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 February 16, 2012.

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

VOTE to approve Governor's Workforce Board meeting minutes. All approved. February 16, 2012 meeting minutes approved.

Chair's Comments

Chair Howes asked Sean Fontes, DLT Executive Counsel, to provide information on the process of recusal for GWB board and committee meetings. He referred to the Statement of Conflict of Interest pursuant to RI General Law 36-14-6. He stated that board members who have a conflict of interest with any motions that require a vote are subject both to state law and the GWB By-Laws. He noted that a conflict of interest can be financial or otherwise and that board members must recuse themselves by abstaining from the vote. He stated that board members are required to refrain from discussion of the matter as this could influence the vote. S. Fontes stated board members must complete a Statement of Conflict of Interest which is forwarded by GWB staff to the Ethics Commission. He suggested that board members review the agenda prior to the meeting if possible and submit the statement prior to the meeting. If this is not done before the meeting, the board member should submit the statement as soon as possible.

Director Fogarty made a clarification on the JDF budgetary items voted on by the board. He explained that Human Resource Investment Council (HRIC) members only could vote on the JDF budget items. Those board members with membership on the State Workforce Investment Board (SWIB) only cannot vote on JDF budget items.

Chair Howes reported that the first meeting of the Employer Committee is scheduled for Friday, March 30th from 8:00 – 9:30 a.m. She announced that Martin Trueb has been appointed as Chair of this committee and identified the members of the committee: Mike Grey, Juana Horton, Paul MacDonald, Brandon Melton, Sharon Moylan, Robert Nangle, Keith Stokes, Cathy Streker and herself. She reported that the charge and charter of this committee would be discussed at the first meeting. She stated that the committee would be convening an employer advisory group which would provide input to this committee.

Chair Howes updated the board on other changes to the committee structure. She announced the appointment of Bill McGowan as the Chair of the newly combined Strategic Investments and Evaluation Committee and Robin Coia as the Chair of the Youth Development Committee (YDC). Chair Howes thanked Brandon Melton for his excellent work on the YDC and indicated that he will be assisting with the transition of the newly appointed Chair. She noted that B. Melton is the current Chair of the Career Pathways Systems Task Force.

Executive Director's Report

Chair Howes asked Rick Brooks to provide the Executive Director's Report.

FY2012 Jobs Initiative

R. Brooks provided an update on the FY2012 Jobs Initiative noting the work of Stepping Up (health information training), RI Hospitality Association (START Program) and the Tech Collective (post employment training and post grad fellowship program).

Incumbent Worker Training Grants

R. Brooks reported that the GWB Strategic Investments and Evaluation Committee approved recommendations for the FY13 budget at the March 1st meeting. He stated that included in these recommendations was approximately \$1M in funding for the Incumbent Worker Training Grant Program. R. Brooks stated that the RFP is being developed and that it will be released on March 26th. He explained that this funding will be made available to businesses to train employees noting there will be 3 levels of

funding based on the number of employees. He noted this will provide opportunities for both small and large companies. He stated that consortia and partnerships among employers are encouraged. R. Brooks indicated that the employer match for funding is 50% and that the contribution could be reduced if the employer is willing to provide other activities such as internships for youth during the school year or jobs during the summer. He provided an overview of the schedule of the RFP noting that the training could start after July 1st.

Outreach & Networking

R. Brooks reported he has been invited to participate on the advisory board of the Small Business Development Center. He mentioned a developing partnership with the RI Public Expenditure Council (RIPEC) to assist with efforts in addressing the needs of the workforce system. He reported on the release of the Defense Industry Partnership's skills gap study and his introduction to the Bridge Program which is an internship for college students under the auspices of Dan Egan at the Association of Independent Colleges and Universities. He mentioned attending and presenting at a recent conference held by the Economic Progress Institute (formerly the Poverty Institute). R. Brooks mentioned the development of the GWB E-newsletter which was recently sent to GWB via Constant Contact.

Manufacturing Industry Partner

R. Brooks spoke of renewing the Manufacturing Industry Partnership and noted he attended meetings at Electric Boat and at a recent State Senate Summit held at Quonset Point. He reported he has visited several manufacturing companies and is hearing from these employers that it is not a dying industry. He indicated employers are saying there are well paying jobs within the manufacturing industry as well as significant skills gaps.

GWB Annual Meeting

R. Brooks reported that the GWB Annual meeting will be held on May 17, 2012 at the Crowne Plaza and that the Save the Date notice would be emailed today.

USDOL Workforce Innovations Grant

R. Brooks reported that David Tremblay and the State Workforce Investment Office (SWIO) and others are working on the USDOL Workforce Innovations grant proposal which is due on March 22, 2012. He noted this grant serves to increase collaboration within the workforce system in Rhode Island and a goal is to prepare job seekers along specified career pathways.

As a final comment, he noted that the updated GWB By-Laws are in the board meeting packet and should be added to the Board Resource Guide.

Consent Agenda (Items 1-6)

Chair Howes stated that since it was disclosed there was an abstention for one of the items on the consent agenda that each item would be voted on separately. (See consent agenda for details).

Item 1: WIA Consent Agenda

Chair Howes asked if there was a motion to approve the 4 Workforce Investment Notices (WINs) presented.

VOTE on motion to approve: W. McGowan moved to approve, seconded by M. Bueno. All State Workforce Investment Board (SWIB) members approved. Motion to vote passes.

VOTE to approve Workforce Investment Notices as presented. All SWIB members approved. Workforce Investment Notices approved.

Item 2: Funding Request – Defense Industry Partnership

Chair Howes asked if there was a motion to approve the funding request for the Defense Industry Partnership in the amount of \$20,000.

VOTE on motion to approve: R. Coia moved to approve, seconded by C. Streker. All Human Resource Investment Council (HRIC) members approved. Motion to vote passes.

VOTE to approve Defense Industry Partnership funding. All (HRIC) members approved. Defense Industry Partnership funding approved.

Item 3: Funding Request – Export Assistance Management Training

Chair Howes asked if there was a motion to approve the funding request for the Export Assistance Management Training in the amount of \$20,000.

VOTE on motion to approve: W. McGowan moved to approve, seconded by M. Bueno. All HRIC members approved. Motion to vote passes.

VOTE to approve Export Assistance Management Training funding. All HRIC members approved. Export Assistance Management Training funding approved.

G. Nee abstained from the vote as he is a member of the RI Economic Development Board.

Item 4: Recommendations for FY13 Budget Allocations

Chair Howes asked if there was a motion to approve the recommendations for FY13 Budget Allocations as detailed in the consent agenda.

VOTE on motion to approve: M. Trueb moved to approve, seconded by B. Melton. All HRIC members approved. Motion to vote passes.

VOTE to approve FY13 Budget Allocations. All HRIC members approved. FY13 Budget Allocations approved.

Item 5: Adoption of Funding Criteria

Chair Howes asked if there was a motion to approve the funding criteria for GWB Investments as detailed in the attachment to the consent agenda.

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

VOTE to approve Funding Criteria. All approved. Funding criteria approved.

Item 6: Funding Request FY2013 – Youth Summer Work Experience Program
Chair Howes asked if there was a motion to approve the funding request for the Youth Summer Work Experience Program in the amount of \$1M.

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

VOTE to approve funding for the Youth Summer Work Experience Program. All HRIC members approved. Youth Summer Work Experience Program funding approved.

Industry Partner: Hospitality

Chair Howes asked Heather Singleton, Senior Vice President of the RI Hospitality Association to introduce the guest speakers. H. Singleton introduced Glenda Cerezo, Personal Guest Host and Socrates Ramirez, Assistant General Manager of the Renaissance Hotel Providence. H. Singleton also acknowledged David DePetrillo, Chair of the RI Hospitality Foundation and Lee Lewis Jr, of Junior Achievement RI, another board member. G. Cerezo, a graduate of the Hospitality START program, offered her testimony on the skills training and promotional opportunity afforded to her. S. Ramirez offered his feedback on the success of this program.

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,

Career Pathways System Task Force (CPSTF)

Brandon Melton reported that the CPSTF met last week and continues to work on the IT and Healthcare demonstration project. He noted that Tom Costello is reaching out to the other Industry Partners. He noted the work brought to the committee by Andrea Castaneda and the RI Department of Education (RIDE) on a work readiness credential and the expansion of career technical education. He mentioned the work brought to the committee by Robin Smith of CCRI on the Pace grant which is focusing on IT and healthcare. He noted an upcoming planning meeting for the CPSTF which will focus on the sustainability, governance, and resources of the CPSTF.

At this time, B. Melton thanked Maureen Palumbo for her work as Chief of Youth Development Services and reported that she would be retiring at the end of the month.

Strategic Investments & Evaluation Committee

William McGowan reported on the first meeting of the combined Strategic Investments and Evaluation Committee and noted that many of the items on the consent agenda were a result of the votes taken at that meeting.

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 8:48 a.m.
Respectfully submitted, Maureen Mooney

GWB Board Meeting
3-15-12

