

GOVERNOR'S WORKFORCE BOARD RHODE ISLAND
June 21, 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	Cathy Streker
Charles J. Fogarty (S)	William McGowan	Martin Trueb
Deborah Gist (S)	Brandon Melton	Pheamo Witcher
Mike Grey	Sharon Moylan (S)	

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

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

DLT Staff: Laura Hart, Bob Garofano, Lisa D'Agostino, Sean Fontes, Sue Chomka, Diane Vendetti, David Tremblay

Guests: Kathie Shields, Tech Collective; Malcolm Baxter, BIS; Liana Fenton, Middletown; Linda Katz, Judy Jones and Laura Faulkner, Economic Progress Institute; Wes Garvin and Lucrecia Duarte, Stand; Lisa Ahart, Rhonda Mathis & Paul Urick, Toray Plastics; Heather Singleton and Dale Venturini, RI Hospitality Association; Jen Cornwell, RIMTA; Jesse Mathis; Kim Chouinard, Andrea Castaneda, Nancy Sheridan, Philip Less, and Sharon Lee, RIDE; Ray Choiniere and Robert Kalaskowski, RI Senate; Karisa Tashjian, and Larry Britt, RI Family Literacy Initiative; Janet Raymond, Greater Providence Chamber of Commerce; Adrian Boney, RI Foundation; Todd Flaherty, The College Crusade; Phil Carlucci, The Tech Collective; Ruth Ricciarelli, HARI; Mark Perrotti, Jim Glover, Anne Walsh, Workforce Solutions of Providence/Cranston; Lisa Trahan, Hire Image; Deborah Casey, Hinckley Company; Aimee Brissette, Stepping Up; Lisa Hofer, Nalari Health; Stephanie Holley, Lauri Smalls, and Khadija Khan, Jammatt Housing; Michelle Brophy, CSH; Jill Holloway, RI Adult Education Professional Development Center; Dante Del Guidice, RIC; Sharon Miles, CCRI; Zoya Tseyalin, CCF; Kate Bramson, Providence Journal; Ken Bertram, Herrick & White Ltd.

Location: State Room of the RI State House

Welcome and Call to Order

Chair Howes called the meeting to order at 8:11 a.m. and welcomed everyone to the Governor's Workforce Board meeting. Governor Chafee addressed the board and guests and provided a brief overview of the work accomplished by the general assembly.

Meeting Minutes

Chair Howes asked if there was a motion to approve the minutes of the Governor's Workforce Board's meeting held on May 17, 2012.

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

VOTE to approve Governor's Workforce Board meeting minutes. All approved. May 17, 2012 meeting minutes approved.

Sean Fontes, Executive Counsel, asked for declarations on any of the voting matters before the board for conflicts of interest. He explained that board members should avoid the appearance of a conflict of interest according to the RI State Code of Ethics. He stated that board members who disclose a conflict should both abstain and recuse themselves from any discussion. He mentioned that a conflict of interest disclosure form which is available from GWB staff should be completed. There were no conflict of interest disclosures from the board.

Chair's Comments

Chair Howes reported on the FY12 Supplemental Budget item that restored to the JDF the \$2.3M that was provided for adult education in RIDE's budget for 2012 from the Job Development Fund (JDF). She reported that these funds were restored for FY2012, will be carried over for FY13 and will provide the GWB with additional opportunities for investments for jobs initiatives. She noted the efforts of the Workforce Alliance for their legislative work in support of the mission of the Governor's Workforce Board. Chair Howes informed the board of a special board meeting to be held on August 23rd where the focus will be on establishing the funding priorities for the fiscal year and beyond. Chair Howes provided an update on the Workforce Investment Act (WIA) funding formula noting this issue was recently discussed at the June 5th Strategic Investments & Evaluation Committee meeting. She indicated the GWB will be working with both Local Workforce Investment Boards (LWIBs) and advising the Governor on this issue. Chair Howes asked board members to save the date of October 26th for the next board retreat noting it will be held at the Save the Bay facility from 12:00-4:30 p.m. She indicated that the retreat will focus on further developing the priorities of the board as well as providing an educational component for board members. **Note: The date of the retreat has since been moved to October 3, 2012 from 11:30-4:30 p.m.**

Consent Agenda – Human Resource Investment Council

Chair Howes asked Rick Brooks to provide information on the Incumbent Worker Training Grants (IWTG). R. Brooks reported that the Strategic Investments and Evaluation Committee recommended approval for 67 grant awards for the 2012 grant program totaling \$1.2M. He noted that of the \$1.2M, \$100,000 was provided for the Youth Bonus Funding Incentives which are noted in the IWTG award list provided to board members.

Since there were no disclosures, Chair Howes asked if there was a motion to approve the FY13 Incumbent Worker Training Grants.

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

VOTE to approve FY13 Incumbent Worker Training Grants as presented. All approved. FY13 Incumbent Worker Training Grants approved.

Chair Howes acknowledged Incumbent Worker Training Grant recipients in attendance at the meeting. They offered comments on the importance and benefits of the training grants for their organization:

Paul Urick, VP of Operations and Lisa Ahart, Sr. Director of Corporate Human Resources for Toray Plastics
Lisa Trahan, Office Manager of Hire Image LLC.

Funding for Additional Incumbent Worker Training Grants (\$238,000)

Chair Howes asked if there was a motion to approve additional funding in the amount of \$238,000 for the Incumbent Worker Training Grants. She noted this funding will be awarded to 16 additional companies who reached the scoring threshold of 80 points for the grants.

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

VOTE to approve additional funding for the Incumbent Worker Training Grants. All approved. Additional funding for the Incumbent Worker Training Grants in the amount of \$238,000 approved.

Executive Director's Report

Chair Howes asked Rick Brooks to provide the Executive Director's Report. R. Brooks provided an update on the GWB Jobs Initiatives for FY12 and FY13 mentioning the on-going work of the Industry Partners and the recent hiring of 11 youth from the Youth Centers at Electric Boat. He indicated these youth will be trained through a 10 week program and may end up with a job placement. He noted for the FY13 initiatives, there will be a solicitation for innovative ideas and a sharing of these ideas with a focus group to fine tune the possibilities of suggested job initiatives. R. Brooks spoke of the summer youth employment programs and mentioned that \$1M in JDF and \$1M in TANF from the Department of Human Services will fund 1,300 youth for paid summer employment. He provided an update on the Industry Partners noting they are preparing for their contracts in the new fiscal year with a focus on career pathways and informing the workforce system where jobs and skills gaps exist. R. Brooks mentioned the recent RI Apprenticeship Clinic held at New England Institute of Technology indicating there were 40 people in attendance. He mentioned that the State recently received Federal grants: one for a longitudinal data study incorporating the work of Workforce Development agencies, the RI Department of Education (RIDE) and higher education; the other for a 3 year, \$2.7M USDOL Workforce Innovation Grant which will be used to retool the workforce system and prepare for careers and work readiness. He spoke of the evaluation piece associated with this grant.

Chair Howes recognized employers in attendance that received an Incumbent Worker Training Grant. They included: Herrick and White, Eagle Industries, Jammatt Housing, The Talaria Company and Nalari Health.

Consent Agenda – State Workforce Investment Board

Chair Howes stated that Workforce Investment Notices (WINs) 11-15 and 11-16 were reviewed and recommended for approval by the Strategic Investments & Evaluation Committee at the June 5, 2012 meeting. She asked if there was a motion to approve the WINs.

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

VOTE to approve WIN notices 11-15 and 11-16. WIN notices approved.

Delegation of Authority to Executive Committee

Chair Howes stated that in the event it becomes necessary to conduct Board business during the months of July and August, the Board must delegate its authority to the Executive Committee per the GWB By-Laws. She asked if there was a motion to approve the delegation of authority to the Executive Committee.

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

VOTE to approve Delegation of Authority to Executive Committee. Delegation of Authority approved.

GWB Highlights: RI Adult Education Programs funded by the GWB

Chair Howes asked Dr. Philip Less, Administrator of Adult Basic Education for the RI Department of Education (RIDE) to present information on RI Adult Education programs funded by the GWB. Dr. Less presented information on RIDE adult education programs by county, an overview of services provided statewide, specialized programs and funding for adult education for FY2012 and academic year 2010-2011. He indicated the need for adult education services in Rhode Island and presented information from the most recent *US Census Bureau, American Community Survey of 2010*. Dr. Less reviewed charts detailing information on enrollment and performance trends 2006-2011; GED Test Takers and Passers; Adult Learners 2010-2011 Proficiency Levels; and Adult Learners 2010-2011 Ages. At the conclusion of the presentation, Manuela Raposo, Director of Workforce for Dorcas Place introduced Eriberto Martinez, an adult education participant. Mr. Martinez gave a compelling overview of his experience as an adult learner and his successes.

Committee Chair Reports

Chair Howes asked Committee Chairs for their reports.

Employer Committee

Martin Trueb reported that the committee has been meeting monthly and is scheduled to meet again on June 29th. He noted goal of reaching out to the employer community through the Industry Partners, the Chambers of Commerce and others. He noted that it is key to reach those businesses not familiar with the processes of the workforce development system especially smaller businesses. He mentioned a July 11th introductory meeting with various Chambers of Commerce to inform them of GWB and DLT resources and to ask for input on determining an Employer Advisory Group.

Youth Development Committee

Robin Coia reported on the upcoming Youth Development Committee to be held at the Warwick Youth Center on West Shore Road. She noted that this will provide an opportunity to tour the center and to observe the youth participating in a leadership development workshop. She invited all board members to attend.

Strategic Investments & Evaluation Committee

William McGowan provided an overview of the items brought before the board noting they were recommended at the June 5, 2012 committee meeting. He emphasized the

importance of the training grants for businesses and employees to remain vital and competitive.

Career Pathways System Task Force

Brandon Melton provided an overview of the items be worked on by the Career Pathways Systems Task Force (CPSTF). He noted ongoing work with the Industry Partners based on work accomplished for the two demonstration models in IT and Healthcare. He provided an overview of the work done on a graphic representation of a career pathways system acknowledging the work of two students from Johnson and Wales University under the direction of Dr. Jeff Senese, a member of the CPSTF.

Adjournment

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

VOTE: R. Coia moved to approve. P. Witcher seconded the motion.
The vote was unanimous, the motion passed.

The meeting adjourned at 9:32 a.m.

Respectfully submitted,

Maureen Mooney