



GOVERNOR'S WORKFORCE BOARD RHODE ISLAND

BOARD MEETING MINUTES November 14, 2014 RIDLT, Conference Room 73-1 8:00 – 9:30 am

ATTENDANCE

BOARD MEMBERS (*DENOTES NOT PRESENT)

Mario Bueno	John Gregory	Robert Nangle(S)*
Timothy Byrne*	Mike Grey	George Nee
Channavy Chhay*	Juana Horton (S)*	Jim Purcell*
Robin Coia	Constance A. Howes, Chair	Bahjat Shariff*
Monica Dzialo	Paul MacDonald*	Martin Trueb
Charles J. Fogarty(S)	Cheryl Merchant*	
Deborah Gist(S)*	Sharon Moylan (S)	

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

GWB Staff: Rick Brooks, Amelia Roberts, Sherri Carello, Robert Kalaskowski, Dan Brown

DLT Staff: Sean Fontes, Sue Chomka, Hector Rivera, Scott Greco, Nicole Armstrong, Nancy Olson, David Tremblay, Bernie Tremblay

Guests: Lincoln D. Chafee, Governor; Heidi Collins, Latsamy Pomsouvandara, CCF; Tekla Moquin, Jodie Neville, Norka De La Rosa Ramirez, Bobby Gondola, Year Up; Robin Smith, CCRI; Ruth Gobeille, Polaris MEP; Doug Tingle, Postsecondary Education; Jen Cornwell, RIMTA; Janet Raymond, GPCC; Sharon Lee, Steve Osborn, Vanessa Cooley, RIDE; Ken Findlay, DOC; Anne Walsh, WSPC; Andrew Cortez, Building Futures; Alexis Stern, UWRI; Sandra Olivio Peterson, Stepping Up

Call to Order

Chair Howes called the meeting to order at 8:04 a.m. and welcomed everyone to the meeting. She asked members of the Board to introduce themselves and Governor Chafee to provide opening remarks. Governor Chafee reported the unemployment rate is currently 7.6% and has dropped 1.4% in 2014. He emphasized the focus of matching the skills of jobseekers with the needs of employers, noting \$63 million dollars was spent on workforce development in Rhode Island, most of which were federal funds. Chair Howes and Rick Brooks thanked Governor Chafee for his leadership and commitment to workforce development and presented him with a gift on behalf of the entire Board.

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 18, 2014.

VOTE: George Nee moved to approve, seconded by Martin Trueb. All were in favor, the motion passed unanimously.

Chair Howes asked if there was a motion to approve the minutes of the Governor's Workforce Board Retreat held on October 16, 2014.

VOTE: Martin Trueb moved to approve, seconded by Mario Bueno. All were in favor, the motion passed unanimously.

Per Chair Howes' request, 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 and Governor's Workforce Board By-Laws. He stated that board members who disclose a conflict should both abstain from the vote and recuse themselves from any discussion.

Chair's Comments

Chair Howes noted, later in the meeting, Rick Brooks will be discussing the FY2016-2017 Biennial Employment and Training Plan and will highlight the new elements, accomplishment of the previous plan, and how the FY16-17 Plan will be implemented going forward. She announced, in accordance with the GWB By-Law requirement to conduct an annual evaluation of the Executive Director, the Board will seek a vote to enter into Executive Session at the end of the meeting. Chair Howes noted the GWB has recently been contacted by students from Alvarez High School who are participating in Generation Citizen, a national advocacy group that promotes the development of skills necessary for students to be actively engaged in democracy. The issue the students are currently working on is the need for better access to job information in high schools. Chair Howes reported Rick Brooks will be meeting with the students next week to discuss ways to raise awareness among youth on how to access job opportunities.

Innovative Partnership Presentations

Year Up Transforming Talent Program

Chair Howes asked representatives from the Year Up Transforming Talent Innovative Partnership program to provide an overview and discuss highlights of the program. Tekla Moquin from Year Up Providence and Jodie Neville from Hasbro discussed the structure of the program, challenges encountered in the beginning weeks of the program, the unique value of an employer-based model, and the opportunity for participants to experience hands-on learning, mentoring, and job readiness training. Norka De La Rosa, a Transforming Talent program participant, shared her background and experience participating in the program and highlighted the customized training plan, skills training, and opportunities resulting from the program.

Connecting for Children and Families

Chair Howes asked Heidi Collins, Director of the Center for Financial Success to provide an update of the CCF program. H. Collins discussed the program structure, including the training strategies, experiential learning, and supportive services offered through the Culinary Arts Collaborative of Northern RI. She highlighted the soft skills training, food and safety training course, and the work readiness skills training provided by the RI Hospitality Education Foundation. Latsamy Pomsouvandara, a recent program graduate, shared her success story with the Board and discussed her aspiration to become a food preparer at Roger William's University. L. Pomsouvandara wanted to be a role model for her children, and with the confidence and skills she gained through the training and internship placement, was able to secure a position and continues to inspire other students to strive for their dreams.

Executive Director's Report

Chair Howes asked Rick Brooks to provide an update on GWB Programs, Policy, and Partnerships. Referring to the FY15 Q1 Report, R. Brooks discussed the progress of Incumbent Worker Training, Industry Partnerships, Youth Development, Adult Education, Innovative Partnerships, and the RI Work Immersion Program. He highlighted the key strategies of the Innovative Partnerships: experiential learning, work readiness, occupational skills training and credentials, which ultimately lead to job placements. R. Brooks noted the Work Immersion Program has resulted in hundreds of work experiences for college students and unemployed adults, with many of the internships resulting in permanent employment. In regards to Policy and Planning, R. Brooks commended staff members and workforce system development partners for their coordinated efforts to complete the Unified Workforce Development Expenditure and Program Report (UEP), which is used to inform the Biennial Employment and Training Plan. He noted, the UEP describes the funds, activities, and outcomes of workforce development throughout the state.

R. Brooks stated the Board has been charged with producing a Comprehensive System Improvement Plan, due November 2015, which will aim to create a seamless, coordinated workforce development system and identify barriers to creating that system. R. Brooks highlighted several partnerships and connections that have occurred over the past few months, including meetings with Family Self-Sufficiency Coordinators from Housing Authorities across the state, the Center for Freedom and Prosperity, Vanessa Cooley and Steve Osborn from the RI Department of Education, and Jim Purcell from the Office of the Postsecondary Commissioner.

Committee Chair Reports

Youth Development Committee

Chair Howes asked Robin Coia to provide an update on the Youth Development Committee. R. Coia reported the committee met with the vendors who participated in the Summer Youth Program last month to discuss the Occupational Health and Safety Rights on the Job and Workers' Compensation System Training for Summer Youth provided by the Institute for Labor Studies and Research. She reported the vendors provided invaluable feedback and felt the program was a very positive experience overall. She noted she was able to sit in on one of the presentations and was very impressed with the content and structure of the program. R. Coia discussed meeting with the Employer Committee in the future to collaborate on ambassadorships and encourage other businesses to get involved in the youth program.

Strategic Investments and Evaluation Committee

Chair Howes asked Mike Grey to provide an update on the Strategic Investments and Evaluation Committee. M. Grey noted, on November 6, 2014, the SIC Committee reviewed the FY2015 Q1 program updates and discussed performance outcomes and what data points accurately measure success. He stated the committee heard a presentation on the WIA State Set-Aside and further discussed additional JDF investments in response to the elimination of the 10% Indirect Cost Recovery. M. Grey stated the committee chose to continue the discussion of additional investments to allow for further analysis of priorities before presenting funding recommendations to the full Board. He noted the committee tabled the vote on the three 'wildcard' Industry Partnership proposals (Environmental, Design, and Composites) to the December meeting.

Career Pathways Advisory Committee

Chair Howes asked Monica Dzialo to provide an update on the Career Pathways Advisory Committee. M. Dzialo noted a survey was distributed to the committee and other stakeholders that established Career Pathways priorities including: Expanding career pathway programming, articulation agreements and partnerships, establishing statewide standards and capacities, and career coaching, mapping areas of excellence, and identifying roles and responsibilities of state agencies, organizations, others involved in the development of a statewide career pathways system.

FY16-17 Biennial Employment and Training Plan

Chair Howes asked Rick Brooks to provide an overview of the FY16-17 Biennial Employment and Training Plan. R. Brooks discussed the key findings on workforce supply and demand, FY2013 workforce development funding and services, and provided a progress update and recommendations for the four Biennial Plan Priorities: Employer Partnerships, Work Readiness, Career Pathways, and Workforce System. R. Brooks discussed the next steps on how the Biennial Plan Advisory Committee and GWB staff will implement the plan by identifying lead agencies for each recommendation, developing tracking and reporting templates, and reporting quarterly on the Biennial Plan process. G. Nee asked for an update on the ETPL list.

Chair Howes asked for a motion to approve the FY16-17 Biennial Employment and Training Plan.

VOTE: Charles Fogarty moved to approve, seconded by Martin Trueb. All were in favor, the motion passed unanimously. Motion was adopted.

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 conduct an annual job performance evaluation of the Executive Director. She stated that notice was given to the Executive Director of the right to request that the evaluation be conducted in Open Meeting Session, and he waived his right to an Open Meeting Session.

VOTE: George Nee moved to go into Executive Session to conduct the annual job performance evaluation of the Executive Director. The motion was seconded by Martin Trueb. All approved. Motion was adopted.

Discussion

During the Executive Session, Chair Howes explained that the evaluation was based upon a survey of Board members. She outlined the survey methodology and the results of the survey, and discussed the goals for the Executive Director for the 2015 fiscal year. She then solicited comments from the Board members. Except for the vote to reconvene to Open Meeting Session, no votes were taken in Executive Session.

Reconvene to Open Meeting Session

Chair Howes asked if there was a motion to go reconvene to Open Meeting Session.

VOTE: George Nee moved to reconvene to Open Meeting Session. The motion was seconded by Robin Coia. All approved. Motion was adopted.

Adjournment

With no further business, Chair Howes asked for a motion to adjourn the meeting.

VOTE: George Nee moved to adjourn. The motion was seconded by Martin Trueb. All approved. Motion was adopted.

The meeting adjourned at 9:30 a.m.

Respectfully submitted,

Amelia-Anne Roberts