

# **Workforce Partnership of Greater Rhode Island**

## **Executive Committee Minutes**

**November 3, 2009**

**Present: Steven Kitchin, Paul Ouellette, Paul Harden, Pat Talin, Cynthia Farrell, and from staff, Diane Vendetti and Gail DuPont.**

**Absent: Michael Cassidy.**

**Chair Steven Kitchin called the meeting to order at approximately 8:10 A.M. and asked everyone to review the minutes from the previous meeting on October 6, 2009. Steve requested the minutes be corrected on page 2 to change the words from "Vote" to "the committee recommends to the full board" to fund ISDI partner and also on page 3 the date of the next board meeting be corrected from November 14th to November 10th.**

**VOTE: Pat Talin made a motion to accept the minutes as amended. Paul Ouellette seconded. The motion passed unanimously.**

### **Chairman's Report:**

**Steve thanked Paul Ouellette for chairing the previous meeting on October 6, 2009.**

### **WPGRI Policies:**

**Diane Vendetti asked the committee to review and recommend to the board approval of six policies. These policies have been vetted through the Strategic Development Committee and where appropriate through the One-Stop managers.**

**„« Priority of Service for Veterans**

**This issuance proves priority of service guidelines for netWORKri managers and local service providers to follow in order to assure the provision of veterans; priority of service with regard to federal employment and training programs and services accessed through the local area; One-Stop Career Center System.**

**VOTE: Paul Harden motioned to recommend to the full Board approval of the Priority of Service for Veterans Policy. Cynthia Farrell seconded. The motion passed unanimously.**

**„« Pre-requisites for Enrollment in WIA**

**The purpose of this policy is designed to ensure that netWORKri customers enrolled under Title I of the Workforce Investment Act (WIA) are aware of the necessary prerequisites for occupational training, licensing and/or employment, and to ensure that WIA funded training program requirements are in compliance with Section 504 of the Rehabilitation Act and do not discriminate in any way against potential participants.**

**Pat Talin asked if this policy was reviewed by an attorney and in**

**compliance with ADA provisions. Diane stated the policy was reviewed by Bob Cooper's staff. Steve suggested Attorney Thomas Fay review this policy for compliance before the next board meeting.**

**VOTE: Pat Talin motioned to recommend approval to the full Board the policy on Training Provider Pre-requisites and Occupational Licensing Requirements Related to Enrollment in WIA-funded Training Programs subject to review by Attorney Thomas Fay. Paul Harden seconded. The motion passed unanimously.**

**„« Revised Supportive Services**

**Effective July 1, 2009, Adults, Dislocated Workers, and Youth qualified under Title I of WIA will be eligible for selective supportive service payments when they are necessary to enable the client to participate in and successfully complete a WIA service or training activity. An eligible client may be reimbursed, conditioned upon the submittal of proper documentation, for a maximum of \$1,000.00 for qualified supportive services upon netWORKri approval. Any and all supportive payments are predicated on the availability of funding.**

**VOTE: Paul Harden motioned to recommend approval to the full Board the Revised WPGRI Supportive Services Policy for WIA Adults and Dislocated Workers Policy. Cynthia Farrell seconded. The motion passed unanimously.**

**„« Youth Program Monitoring**

**The purpose of this policy is to establish guidelines for monitoring and oversight of WIA services and activities and to ensure they are conducted in accordance with applicable Federal regulations. WIA youth programs are monitored to ensure goals are being met and participants are achieving necessary outcomes.**

**VOTE: Paul Ouellette motioned to recommend approval to the full Board the Monitoring Policy for Youth. Pat Talin seconded. The motion passed unanimously.**

**„« Referring Youth to an ITA**

**The purpose of this policy is to set the policy regarding older youth eligibility and access to Individual Training Accounts (ITA) under the Workforce Investment Act of 1998 (WIA) and the American Recovery and Reinvestment Act of 2009 (ARRA).**

**VOTE: Pat Talin motioned to recommend approval to the full Board the Policy for Referring Youth to an ITA. Paul Ouellette seconded. The motion passed unanimously.**

**„« Individual Training Account Proposal Exemption for ESL Customers.**

**The purpose is to establish policy regarding the waiver of the training proposal application for non-English speaking customers.**

**VOTE: Pat Talin motioned to recommend approval to the full board**

**the Individual Training Account Proposal Exemption for ESL Customers Policy. Cynthia Farrell seconded. The motion passed unanimously.**

## **COMMITTEE REPORTS**

**Board Development. Paul Ouellette reminded the committee that immediately after the board meeting on November 10, 2009, Attorney Jason Gammit, Education Coordinator at Rhode Island Ethics Commission, will be conducting an ethics training session. Joe DiPina from Job Corps and Joe DeSantis from Tri-Town Community Action will be giving brief presentations at the board meeting. Paul announced the Committee selected Carmen Ferguson from United Way to represent a Community Based Organization (CBO) category on the board. Sandra Powell, Director of Department of Labor and Training has appointed Susan Chomka to replace Kim Weiss and James White to represent Veterans. These three nominees will be submitted to the governor for his approval. Joe DiPina has volunteered for the Treasurers position for the term balance expiring at the annual meeting in June. This nomination will be presented to the board for approval.**

**Strategic Development Committee. Paul Harden stated there is nothing new to report at this time.**

**Youth Council. Cynthia Farrell reported a pre-proposal bidder's**

**conference was held on October 28th for the 2010 Youth Workforce Services funded under Title I of the WIA Act and Job Development Funds from the Governors Workforce Board.**

**Quality Assurance Committee. No report was available at this time.**

**OLD BUSINESS: Steve reported the 2007 Audit has been completed. A meeting of the Finance Committee will be scheduled shortly.**

**NEW BUSINESS: There was no new business to come before the committee.**

**VOTE: Paul Ouellette motioned to adjourn the meeting. Cynthia Farrell seconded. The meeting was adjourned at approximately 9:05 A.M. The next meeting of the committee is scheduled for January 5, 2010.**

**Respectfully submitted,**

**Gail DuPont**