

Workforce Partnership of Greater Rhode Island

Executive Committee

November 4, 2010

Present: Steve Kitchin, Paul Ouellette, Mike Cassidy and Joe DiPina

Staff: Christine Grieco, Shirley Winslow, Jen Buck, Erin Brouillette and Diane Vendetti

Guests: Mavis McGetrick

Absent: Paul Harden and Cynthia Farrell

With a quorum present Mr. Kitchin called the meeting to order at 3:00 pm. Mr. Kitchin asked the Executive Committee to go over the minutes from the October 5, 2010 meeting.

VOTE: Mr. DiPina made a motion to accept the minutes of October 5, 2010. Mr. Cassidy seconded the motion. The motion carried unanimously.

Mr. Kitchin noted he was a guest on Business Matters produced by Northern RI Chamber of Commerce for COX Cable to be aired on PEG Access channel 18.

Mr. Kitchin suggested the Board make an overture to the Governor Elect Lincoln Chafee to come to a meeting and make a presentation.

Executive Director's Report: Ms. Grieco gave an update and asked for a vote to approve Modification #1 to WPGRI Corporate Contract with DLT for PY10.

VOTE: Mr. Cassidy made a motion to approve Modification #1 to WPGRI Corporate Contract with DLT for PY10. Mr. DiPina seconded the motion. The motion carried unanimously.

Ms. Grieco discussed the PY2010 One Stop agreement with DLT. A draft has been prepared and is waiting service levels. This agreement will be presented for a vote at the Board meeting.

Revised FY2011 Budget: Ms. Vendetti discussed the revised FY2011 budget. Ms. Vendetti is asking for a vote to approve the revised FY2011 budget.

VOTE: Mr. Cassidy made a motion to approve the revised FY2011 budget. Mr. DiPina seconded the motion. The motion carried unanimously.

Corporate Account Updates: Ms. Brouillette noted she and Thomas Fay have been working on updating the Accounting Policies and Procedures Manuel.

Ms. Brouillette suggested the corporate money market account at Sovereign Bank be moved to Bank of America and moved into an identical money market account.

Ms. Brouillette noted the FY10 Audit field work has started.

Committee Reports:

Board Development: No business to come before the Executive Committee.

Quality Assurance: Mr. Cassidy stated he will be giving a final monitoring report at Board of Directors meeting.

Strategic Development: No business to come before the Executive Committee.

Finance Committee: Mr. DiPina stated the Finance Committee will be setting up a meeting with KLR to discuss the FY10 audit.

Youth Council: No business to come before the Executive Committee.

New Business: Pat Talin's name to be taken off the accounts and Joe DiPina's name to be added.

Old Business: No old business to come before the Executive

Committee.

**VOTE: Mr. Cassidy made a motion to adjourn the meeting at 4:55 pm.
Mr. DiPina seconded the motion. The motion carried unanimously.**

Respectfully submitted

Shirley Winslow