

Workforce Partnership of Greater Rhode Island

Executive Committee Meeting

January 5, 2011

Present: Steve Kitchin, Paul Harden, Paul Ouellette, Cynthia Farrell, Robin Ann Smith, Joseph Oaks Jr., Vanessa Cooley (Vice Chair of Finance Committee)

Absent: Joseph DiPina

DLT Guests: Mavis McGetrick, Paul Genovesi

Staff: Christine Grieco, Jennifer Buck, Erin Brouillette, Diane Vendetti, Gail DuPont, Kara Aniballi

With a quorum present, Steve Kitchin called the meeting to order at 8:25 am. Mr. Kitchin asked the Committee to review the minutes of November 4, 2010.

VOTE: Paul Harden made a motion to accept the minutes of November 4, 2010. Paul Ouellette seconded the motion. The motion carried unanimously.

Executive Director's Report

WIA PY10 Plan MOD #1

Christine Grieco presented WIA PY 10 plan Modification NO. 1 to the Board. The purpose of this Mod is to present changes to the local Board for PY10 and to present PY10's allocated funding and project service levels for WIA Adults, Dislocated Workers and Youth.

Youth Services net MOU w/PC

Ms. Grieco proceeded to present the MOU WPGRI and PC shares regarding "YouthServices.net". The MOU states WPGRI agrees to pay 100% of the one time on-site software training for Youth Center staff estimated at \$3,200. PC will serve as the licensing agent for the software and will invoice WPGRI for half of the annual licensing. The annual licensing cost is \$25,500. WPGRI will pay PC \$12,750.

Corporate Accounting Updates

Erin Brouillette presented the results of FY 09 with no findings. All audits are currently up to date.

Mr. Kitchin suggested WPGRI to again extend another invitation to the Board members to the next Finance Committee Meeting to review the draft of FY09 audit. The next Finance Committee Meeting is scheduled February 1, 2011.

Ms. Brouillette stated the updated accounting policies and procedures will be discussed at next Executive Committee meeting and then will be brought to the Board of Directors meeting.

Committee Reports

Board Development

Paul Ouellette advised the committee out of the 6 Board vacancies he has 5 individuals in mind to fill the 6 vacant board seats. Mr. Ouellette will present these individuals resumes to the Board Development Committee Meeting scheduled Friday January 7, 2011

Quality Assurance

Joseph Oakes, Jr. new Chairman of the Quality Assurance Committee advised his first meeting as Chair will be held January 25, 2011.

Finance Committee

Vanessa Cooley stated the Finance Committee voted to approve the FY09 draft of the audit.

Youth Council

Cynthia Farrell stated the RFP for WIA Stand Alone programs had occurred in November. We received 13 proposals and currently have enough readers for those proposals.

New Business

Diane Vendetti stated tomorrow January 6, 2010, the JDF (Job Development Funds) RFP for youth summer programs will be taking place. Board members will be notified if additional readers are required.

Old Business

Youth and Adult performance was briefly brought up by Ms. Vendetti. Details will be discussed at Februarys Board Meeting

Adjournment

Mr. Kitchen called the meeting to an adjournment at 9:55am

Vanessa Cooley made a motion to adjourn. Cynthia Farrell seconded the motion. The motion carried unanimously.