

**Workforce Partnership of Greater Rhode Island**

**Executive Committee Meeting**

**October 4, 2011**

**Present: Gip Cabral, Joseph DiPina, Paul Harden, Steve Kitchin, Joseph Oakes, Paul Ouellette**

**Absent: Robin Ann Smith**

**Staff: Christine Grieco, Diane Vendetti, Kathy Quattrini, Judy DiGiorgio, Kara Aniballi**

**DLT Staff: Mavis McGetrick**

**Welcome**

**With a quorum present Chair Steve Kitchin called the meeting to order at 8:10am and welcomed Gip Cabral to his first Executive Committee meeting.**

**Chair Kitchin requested the board review the minutes from September 7, 2011 Executive Committee meeting.**

**VOTE: Paul Ouellette made a motion to accept September 7, 2011 minutes with two minor verbiage changes. Joseph Oakes seconded the motion. The motion passed unanimously.**

## **Chairman's Report**

**Chair Kitchin stated the Strategic Retreat was a productive success with full engagement from the members in attendance. He proceeded to remind the committee that the Ad-Hoc groups that were formed at the end of the retreat will make their presentations at November's Board of Directors Meeting.**

## **Executive Directors Report**

### **One-Stop Agreement**

**Executive Director Christine Grieco presented the One-Stop Agreement to the Committee. The purpose of the agreement is to designate the Rhode Island Department of Labor and Training (DLT) as the One-Stop Operator for the Greater Rhode Island Workforce Investment Area and to specify the amount of funding that the Workforce Board of Greater Rhode Island has allocated to the DLT for the provisions of WIA Title 1 Services in the netWORKri Centers**

**Chair Kitchin requested the Committee vote to recommend the One-Stop Agreement to the Board of Directors meeting on October 12, 2011.**

**VOTE: Paul Harden made a motion to recommend the One-Stop agreement at the October 12, 2011 Board of Directors meeting. Joseph DiPina seconded the motion. The motion passed unanimously.**

## **PY11 WIA Modification 1**

**Christine Grieco presented the modification to the Committee. She stated the Modification was prepared in accordance with instructions provided by the Rhode Island State Workforce Investment Office (SWIO) in WIN 11-07.**

**Christine presented the modification to the Committee. The purpose of Plan Modification is to present PY11/FY12 funding allocations, present service level targets, and revise service delivery strategies to more effectively meet WIA performance goals.**

**Chair Kitchin requested the Committee vote to recommend PY11 WIA Plan Modification 1 to the Board of Directors meeting on October 12, 2011.**

**VOTE: Paul Harden made a motion to recommend PY11 Modification I to the Board of Directors. Paul Ouellette seconded the motion. The motion passed unanimously.**

## **Research on OJT/ITA**

**Kathy Quattrini presented her research on Individual Training Accounts (ITA) and On the Job Training programs (OJT). Kathy reported that in general WPGRI's reimbursements are in line with other states.**

**Kathy will be doing more research on Florida's Three Tier model for ITA's. She will present her findings at the next Strategic Development committee.**

### **Committee Reports**

#### **Board Development**

**Paul Ouellette stated there are currently two vacancies on the Board of Directors. He currently has one resume of a possible candidate for the first vacancy, Lawyer Thomas Fay.**

**The second seat vacant is the manufacturing seat. Paul is hoping to fill this seat with a manufacturer from Northern Rhode Island.**

#### **Quality Assurance**

**Joseph Oakes shared with the Committee that the Quality Assurance Committee recently finished the monitoring of the four netWORKri One Stop Centers. The Committee was pleased with the consistency they found within all the one-stops. In his absence he would like Judy DiGiorgio to present the monitoring reports at October 12, 2011 Board of Directors meeting.**

#### **Strategic Development**

**Paul Harden spoke about WPGRI's updated by-laws. Paul would like to present the updated by-laws to the Board of Directors for approval. He would like a working copy to be presented as well, so that changes made will be evident to the Board Members.**

**Paul also mentioned the Lay-Off Aversion RFP. He would like to re-visit this and will be scheduling a meeting with Chair Kitchin and Assistant Director Sue Chomka.**

### **Finance Committee**

**Joseph DiPina presented the Committee with WPGRI's JDF and WIA proposed FY12 budget for PY11. The proposed budget showed a breakdown of the WIA and JDF funds both internally and externally.**

**Joseph will present this at October 12, 2011 Board of Directors meeting for approval.**

### **Youth Council**

**Gip Cabral stated his first meeting as Chair of the Youth council will be in October. Cynthia Farrell Chaired September's meeting. Gip stated he is eager to learn the youth system.**

### **New Business**

**Paul Ouellette stated the United States Chambers of Commerce launched its Hiring our Heroes program with the local Employer Support of the Guard and Reserve. Paul stated there will be an event taking place in November; he will let the committee know more details in the near future.**

### **Old Business**

**There being no old business Chair Kitchin requested a motion to adjourn the meeting at 10:17am.**

**VOTE: Paul Ouellette made a motion to adjourn the meeting. Joseph DiPina seconded the motion. The motion passed unanimously.**

**Respectfully Submitted,**

**Kara Aniballi**