

Workforce Partnership of Greater RI

Executive Committee Meeting

February 5, 2013

Present: Gip Cabral, Paul Harden, Steve Kitchin, Joseph Oakes, Paul Ouellette, Robin Ann Smith, Lauren Slocum

WPGRI Staff: Kara Aniballi, Nancy Olson, Jo-Anne Thibedeau

Welcome/Call to Order

With a quorum present Chair Steve Kitchin called the meeting to order at 8:00a.m. and requested the Committee review the Tabled minutes from December 4, 2012 Executive Committee meeting.

VOTE: Paul Harden made a motion to approve the minutes from December 4, 2012. Joe Oakes seconded the minutes. The minutes passed unanimously.

Chair Kitchin then requested the Committee review the minutes from January 3, 2013 Executive Committee meeting.

VOTE: Lauren Slocum made a motion to approve the minutes from January 3, 2013. Joe Oakes seconded the motion. The motion passed unanimously.

Chairman's Report

Chair Kitchin stated that he, Nancy Olson, and Paul Harden will be attending the National Association of Workforce Board conference from March 9 through March 12, 2013. This conflicts with the March Board of Directors meeting and it was decided to move the Board of Directors meeting to Friday, March 8, 2012.

Board Resignation

Chair Kitchin stated Carmen Ferguson has retired from United Way and has submitted her resignation letter to the Board. With regret Chair Kitchin read the letter to the Committee and requested a motion to accept her resignation.

VOTE: With regret Robin Ann Smith made a motion to accept Carmen Ferguson's resignation. Paul Ouellette seconded the motion. The motion passed unanimously.

Executive Directors Report

Executive Director, Nancy Olson, presented the WIA PY12 1st quarter performance. WPGRI is currently passing all performance with the exception of younger youth retention. Nancy also suggested having GRI staff go into the career centers to train the counselors on WIA performance.

Nancy then went over the WIA PY12 Service Plan. She also stated that this plan can be modified if needed.

WIA Plan 2012-2016 (Draft)

Chair of the Strategic Development Committee, Paul Harden, stated there was a public hearing for the Plan on January 22, 2013 here at the Department of Labor and Training. He was present at this hearing along with, Nancy Olson, Diane Vendetti, and Mavis McGetrick.

There is also a written comment period from Tuesday January 22 2013 and will conclude on Wednesday, February 20, 2013. Any written comments submitted will be brought to the Committee for review.

Chair Harden stated the Strategic Development Committee has reviewed the Plan at length on two separate occasions. The Committee members noted some changes and Diane Vendetti has since made these changes. Paul Harden is requesting this item be moved to the February 12, 2013 Board of Directors meeting for approval.

Chair Kitchin requested a motion to move the WIA PY2012-2016 (Draft) to the February 12, 2013 Board of Directors meeting for approval.

VOTE: Paul Harden made a motion to move the plan to the February Board meeting. Robin Ann Smith seconded the motion. The motion passed unanimously.

Customized Training

Chair Harden of the Strategic Development Committee stated, David Tremblay, Administrator of the State Workforce Investment Office (SWIO) came to the February 1, 2013 meeting to discuss the Eligible Training Provider List (ETPL). The Committee had inquiries on how a provider gets on the list, how they stay on the list, and how come the same trainings but different providers have different costs.

David explained the application process for a provider to get on the list. David also explained that the Committee and Board can vote to change the provider list so it is industry specific. He also stated that WPGRI has the option to write the contracts so they are performance driven.

Committee Reports

Board Development Committee

Chair of the Board Development Committee, Paul Ouellette, stated that he was working on obtaining resumes for the Board Development Committee to review on February 22, 2013 meeting. The Committee also gave Paul a few leads on potential board members.

Quality Assurance

Chair of the Quality Assurance Committee, Joe Oakes, stated his Committee met on January 22, 2013. His Committee will be working on item number 3 of Strategy One of the Strategic Plan. He also stated his Committee will be working closely with Nancy and Jo-Anne

Thibedeau to monitor WIA performance.

Strategic Development

Chair Harden did not have any further information to be presented to the Committee.

Finance Committee

Chair of the Finance Committee, Lauren Slocum stated she would be meeting with Nancy on February 14, 2013 to discuss the FY12/FY13 budget.

Youth Council

Chair of the youth Council, Gip Cabral, stated the RFP's have been rated and turned in. Youth Program manager, Carlos Ribeiro, will now start the negotiating contracts.

Adjournment

Chair Kitchin requested a motion to adjourn the meeting at 9:38 am.

VOTE: Paul Ouellette made a motion to adjourn the meeting. Robin Ann smith seconded the motion. The Motion passed unanimously.

Respectfully submitted,

Kara Aniballi