

## **Workforce Partnership of Greater RI**

### **Executive Committee Meeting**

**November 5, 2013**

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

**Absent: Joe Oakes**

**WPGRI Staff: Nancy Olson, Kara Aniballi Maria Carlucci, Diane Vendetti, Carlos Ribeiro**

#### **Welcome/Call to Order**

**Chair Steven Kitchin called the meeting to order at 8:00 a.m. and requested the Committee review the minutes from October 1, 2013 meeting.**

**Vote: Paul Harden made a motion to accept the minutes. Robin Ann Smith seconded the motion. The motion passed unanimously.**

#### **Chairman's report**

**Chair Kitchin stated on October 11, 2013 he attended a tour at the Providence netWORKri with Director Fogarty, Sue Chomka and Members of the Governors Workforce Board. The new chair of the GWB Strategic Committee, Mike Grey, wanted to visit a one stop to have a greater understanding of the LWIBs and the services they**

**provide. Chair Kitchin stated on October 23, 2013 he attended a conference on disabilities and also attended the Governors Workforce Board retreat on October 30, 2013.**

**Chair Kitchin then reported that he will be approaching Karen Jedson, Director of Tourism Culture and Development, to lead the Marketing Task Force Committee.**

### **Executive Director's Report**

**Executive Director Nancy Olson stated WPGRI has two new hires. The first hire is an internal promotion. Sharon Geoffrey was one of WPGRI's Senior Monitors; she is now an Assistant Coordinator. The second Assistant Coordinator is Maria Carlucci. Maria has previous experience in the Treasurers Office.**

**Nancy stated WPGRI's new website has been sent out for security testing. She also stated WPGRI, WDS, and SWIO are making progress in obtaining more accurate MIS reports.**

### **PY14 Annual Meeting Schedule**

**Chair Kitchin advised the Committee the PY14 Annual meeting schedule for Board of Directors, Youth Council, Board Development, Quality Assurance, and Strategic Development meetings was incorporated in the members packets.**

## **Strategic Retreat Dashboard**

**Chair of the Strategic Development Committee, Paul Harden, presented the proposed Dashboard. The Committee noted some changes on the different graphs. The changes will be made and presented at the Wednesday, November 13, 2013 Board of Directors meeting.**

## **Committee Reports**

### **Board Development**

**Chair of the Board Development Committee, Paul Ouellette, stated he will be presenting Dean Patterson from AAA and Roger LaFlamme from PolyWorks resumes at the next Board Development Committee meeting for approval.**

### **Quality Assurance**

**There was no new business to report.**

### **Strategic Development**

**Paul Harden stated he met with WPGRI Staff, SWIO Staff, and Providence Cranston Staff to discuss OJT contracts and Customized Training.**

### **Youth Council**

**Chair of the Youth Council Committee, Gip Cabral, reported the summer employment outcomes. This included JDF, DHS, and WIA reports.**

## **Closed Session**

**Under Chapter 42-46 of the Open Meetings laws under Section 42-46-4 Chair Kitchin requested a vote to go into Executive Session to discuss the Chairman's performance.**

**Vote: Paul Harden made a motion to go into Executive Session. Paul Ouellette seconded the motion. Steve Kitchin, Robin Ann Smith, Lauren Slocum, and Gip Cabral voted to go into Executive Session at 9:40 a.m.**

**Vote: At 9:58 a.m. Robin Ann Smith made a motion to come out of Executive Session., Lauren Slocum seconded the motion., Gip Cabral, Paul Ouellette, Steve Kitchin, and Paul Harden voted to come out of Executive Session.**

## **Adjournment**

**At 10:00 a.m. Chair Kitchin requested a motion to adjourn the meeting.**

**Vote: Lauren Slocum made a motion to adjourn the meeting. Gip Cabral seconded the motion. The motion passed unanimously.**

**Respectfully submitted,**

**Kara Aniballi**