

Workforce Partnership of Greater RI

Executive Committee Meeting

September 2, 2014

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

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

Welcome/Call to Order

Chair Steve Kitchin called the meeting to order at 8:04 a.m. and requested the Committee review the minutes from June 3, 2014 Executive Committee meeting.

Vote: Paul Ouellette made a motion to accept the minutes as submitted. Paul Harden seconded the motion. The motion passed unanimously.

Chairman's Report

Chair Kitchin stated The Workforce Investment Act has been re-authorized and is now The Workforce Innovation and Opportunity Act of 2014. Chair Kitchin stated there may be new changes and/or requirements to the law. He also stated there may be a change to the Board of Directors composition.

Executive Directors Report

Executive Director Nancy Olson stated that new employee, Michael Martins, has started work with WPGRI. Michael is a Senior Monitoring and Evaluation Specialist. Nancy stated the other Senior Monitor position has been posted and hopefully interviews will ensue in October.

PY13/FY14 Fiscal Reports as of 6/30/2014

Chair of the Finance Committee, Lauren Slocum, presented the PY13/FY14 Fiscal Reports. The report reflects WIA Adult, Dislocated Worker, Youth, TANF, JDF, WIF and NEG allocations. As of June 30, 2014 77% of WIA Adult funds have been expended and obligated, 69.92% of WIA Dislocated Workers funds have been expended and obligated, and 68.20% of WIA Youth funds have been expended and obligated. This reflects a total expenditure and obligation of 71.68% of WIA funds.

As of June 30, 2014 99.68% of JDF Youth Center funds have been expended and obligated, 100% of JDF Summer youth funds have been expended and obligated, and 100% of TANF DHS Summer Youth funds have been expended and obligated. This reflects a total expenditure and obligation of 99.91% of JDF and TANF funds.

As of June 30, 2014 100.29% of WIF funds have been expended and obligated, and 2.32% of NEG funds have been expended and obligated. This reflects a total expenditure and obligation of 25.26% of

WIF and NEG funds.

As of June 30, 2014 74.95% of the total WPGRI FY14 budget has been expended and obligated.

Vote: Lauren Slocum made a motion to send the PY13/FY14 Fiscal Reports as of 6/30/2014 to September 9, 2014 Board of Directors meeting for approval. Robin Ann Smith seconded the motion. The motion passed unanimously.

Proposed PY14/FY15 Budget

Chair of the Finance Committee, Lauren Slocum, presented the PY14/FY15 Budget. The budget reflects WIA Adult, Dislocated Worker, Youth, TANF, JDF, WIF and NEG allocations. The total FY15 WIA Adult availability is \$3,041,751, WIA Dislocated Worker availability is \$3,662,867, WIA Youth availability is \$3,621,405, JDF Youth Center availability is \$460,476, JDF Summer Youth availability is \$983,250, TANF DHS Summer Youth is \$328,350, WIF availability is \$58,502, and NEG availability is \$165,482. The proposed PY14/FY15 budgets totals \$12,322,087.

Vote: Lauren Slocum made a motion to send the PY14/15 Budget to September 9, 2014 Board of Directors meeting for approval. Paul Ouellette seconded the motion. The motion passed unanimously.

Consolidation of Quality Assurance and Strategic Development

Committee

Chair Kitchin stated he has had conversations with Executive Director Nancy Olson and Chair of the Strategic Development Committee, Paul Harden, in regards to the consolidation of the Strategic Development Committee and Quality Assurance. Both Committees review the same data. The Committee agreed to amend WPGRI by-laws to consolidate the two Committees.

Vote: Paul Harden made a motion to recommend to the Board of Directors to consolidate the Strategic Development Committee and the Quality Assurance Committee. Lauren Slocum seconded the motion. The motion passed unanimously.

Potential Board Member's Resumes

Chair of the Board Development Committee and Marketing Taskforce, Paul Ouellette, presented John J. Cardosi's resume to the Committee for approval to be sent to the Board of Directors for review. John is the Owner/President of the firm J.J. Cardosi Inc.

Vote: Paul Ouellette made a motion to send John J. Carosdi's resume to September 9, 2014 Board of Directors for approval and then be sent to the Governor for consideration of appointment. Lauren Slocum seconded the motion. The motion passed unanimously.

Paul Ouellette then presented John Houle resume to the Committee for approval to be sent to the Board of Directors for review. John is

the President and founder of JH Communications.

Vote: Paul Ouellette made a motion to send John Houle's resume to September 9, 2014 Board of Directors for approval and then be sent to the Governor for consideration of appointment. Paul Harden seconded the motion. The motion passed unanimously.

Paul Ouellette then presented Wendy Mackie's resume to the Committee for approval to be sent to the Board of Directors for review. Wendy is the Chief Executive Officer of the Rhode Island Marine Trades Association

Vote: Paul Ouellette made a motion to send Wendy Mackie's resume to September 9, 2014 Board of Directors for approval and then be sent to the Governor for consideration of appointment. Lauren Slocum seconded the motion. The motion passed unanimously.

June Dashboard

Diane Vendetti reviewed the PY13 ITA & OJT Service Levels, the PY13 WIA Services vs. Actual enrollments, PY13 WIA job placements, and the top ITA and OJT trainings from July 2013 through June 2014.

Board Resignation

Chair Kitchin announced Jay Visnjic has resigned from the Board due to new job duties. Jay was also Chair of the Youth Council

Chair Kitchin requested a motion to accept Jay's resignation with regret.

Vote: Lauren Slocum made a motion to accept Jay Visnjic's resignation. Robin Ann Smith seconded the motion. The motion passed unanimously.

Youth Council Chair

The Committee then discussed potential candidates to replace Jay as Chair of the Youth Council. Chair Kitchin will approach Board member, Paul Wielgus, to see if he is able to take on the duties.

Committee Reports

Board Development

Chair Paul Ouellette stated he had no further business to discuss.

Quality Assurance

There was no further business to discuss.

Strategic Development

Chair Paul Harden stated he had no further business to discuss.

Finance Committee

Chair Lauren Slocum stated she had no further business to discuss.

Youth Council

There was no further business to discuss.

Adjournment

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

Vote: Paul Ouellette made a motion to adjourn the meeting. Lauren Slocum seconded the motion. The motion passed unanimously.

Respectfully submitted,

Kara Aniballi