

Workforce Partnership of Greater Rhode Island

Employee Investment Grant Review Sub-Committee Meeting

September 29, 2004

Workforce Partnership of Greater RI conference room, 877 Broadway, East Providence RI 02914
8:30 Am – 10:30 AM

The Workforce Partnership of Greater Rhode Island (WPGRI) Employee Investment Grant (EIG) Review Sub-Committee meeting opened at 8:52 AM. Committee members attending included Fred Pendlebury, Fred Ricci, Stacey Carter, and Steve Wilson. Staff present included Michael Salois and Dottie Miller. Michael Salois thanked the members for attending. Dottie Miller asked which member would act as chair for this session. Stacey Carter volunteered. With Stacey's lead Mike Salois began the review of the 15 applications submitted in the month of September. The details of the applications and general discussion regarding funding are as follows:

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Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
05-G-001 <input type="checkbox"/> Modification Request <input type="checkbox"/> Initial Application <input checked="" type="checkbox"/> Tabled from Previous Meeting	Erica Zap Designs <input checked="" type="checkbox"/> Manfactring/ High Tech <input type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unshcd pay+ <input type="checkbox"/> 1 st time app <input checked="" type="checkbox"/> WBE <input type="checkbox"/> MBE <input type="checkbox"/> Located EZ _2_ Total	Notes / Discussion: M. Salois noted he had received requested clarification from applicant; all services are training; "scalable system" will grow with business; trainer is connected to software company and has necessary expertise Motion: Moved by; F. Ricci Second by; F. Pendlebury <input type="checkbox"/> Approve funding as requested. <input checked="" type="checkbox"/> Fund at __\$10,000 max_____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input checked="" type="checkbox"/> Fund with contingencies (see comments) Comments: Determine actual cost of Web Maintenance training . Vote: _3_ In Favor, __ Against, _1_ Abstain: Stacey carter recused	\$10,000	\$10,000 Max

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
05-G-010 <input type="checkbox"/> Modif Rqest <input type="checkbox"/> Initial App <input checked="" type="checkbox"/> Tabled from Previous Meeting	Equity Title & Closing Services, Inc. <input type="checkbox"/> Manfctring/ High Tech <input checked="" type="checkbox"/> Service organization	<input type="checkbox"/> < 25 employs <input type="checkbox"/> unshcd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> WBE <input type="checkbox"/> MBE <input checked="" type="checkbox"/> Located EZ _2_ Total	Notes / Discussion: Applicant has submitted requested information ; new budget only includes training services; roster of participants included. Members want ot ensure "one-on-one" training is not consulting. Motion: Moved by; S. Carter; Second by; F. Ricci <input type="checkbox"/> Approve funding as requested. <input checked="" type="checkbox"/> Fund at _\$9075 Max_____ <input type="checkbox"/> Do Not Fund <input checked="" type="checkbox"/> Fund with contingencies (see comments) Comments: Contingent on receipt of outline of 1 on 1 training and invoices to document those hours and activities. Vote: _4_ In Favor, __ Against, __ Abstain:	\$9,075.00	\$9075.00 Max

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Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A002 <input type="checkbox"/> Modification Request <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	Babtele Telemarketing Company <input type="checkbox"/> Manfactring/ High Tech <input checked="" type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input checked="" type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input checked="" type="checkbox"/> WBE <input type="checkbox"/> MBE <input type="checkbox"/> Located EZ _4_ Total	Notes / Discussion: Members discuss number of hours per person in training and request list of employees in training. Motion: Moved by; S. Carter Second by; F. Pendlebury <input type="checkbox"/> Approve funding as requested. <input checked="" type="checkbox"/> Fund at __\$4750 Max__ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Comments: Clarify training hours, request roster of trainees. Vote: _4_ In Favor, __ Against, __ Abstain:	\$4,750.00	\$4750.00 Max

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A003 <input type="checkbox"/> Mod Reqst <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	James O' Sullivan Ins. <input type="checkbox"/> Manfactring/ High Tech <input checked="" type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> WBE <input type="checkbox"/> MBE _2_ Total	Notes / Discussion: Good application presentation , includes clear information. Motion: Moved by; F. Ricci Second by; S. Wilson <input checked="" type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Comments: Vote: _4_ In Favor, __ Against, __ Abstain:	\$1,794.00	\$1,794.00

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A004 <input type="checkbox"/> Mod Reqst <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	New England Construction <input type="checkbox"/> Manfactring/ High Tech <input checked="" type="checkbox"/> Service organization	<input type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> MBE <input checked="" type="checkbox"/> Located EZ _2_ Total	Notes / Discussion: Verify Phil Albert's role, is he employee? Budget includes assessment services, Training is expensive, services all appear to be consulting. Motion: Moved by; S. Carter Second by; F. Ricci <input type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input checked="" type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Comments: Clarify service content and Phil Albert's role. Clarify training costs. Vote: _4_ In Favor, __ Against, __ Abstain:	\$4,000.00	\$0

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A005 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial Appl <input type="checkbox"/> Tabled from Previous Meeting	Cotran Corporation <input type="checkbox"/> Mnfactring/ High Tech <input checked="" type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> MBE <input checked="" type="checkbox"/> Located EZ _3_ Total	Notes / Discussion: Discussion around SWOT analysis, and services. Ensure all participant are included in the roster. Motion: Moved by; F. Pendlebury Second by; S. Carter <input checked="" type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Vote: _4_ In Favor, __ Against, __ Abstain:	\$4,937.50	\$4937.00

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A006 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	Valley Country Club <input type="checkbox"/> Mnfctring/ High Tech <input checked="" type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> WBE <input type="checkbox"/> Located EZ _2_ Total	Notes / Discussion: Members noted this was a good application/description of services. Motion: Moved by; F.Ricci Second by; F. Pendlebury <input checked="" type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Vote: _4_ In Favor, __ Against, __ Abstain:	\$750.00	\$750.00

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A007 <input type="checkbox"/> ModReq <input checked="" type="checkbox"/> Initial App <input type="checkbox"/> Tabled from Previous Meeting	Star Kids Scholarship Program <input type="checkbox"/> Mfg/ H Tch <input type="checkbox"/> Service org <input checked="" type="checkbox"/> Non-Profit	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> MBE _2_ Total	Notes / Discussion: members noted straight forward application. Motion: Moved by; S. Carter Second by; F. Ricci <input checked="" type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Vote: _4_ In Favor, __ Against, __ Abstain:	\$1,600.00	\$1600.00

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A008 <input type="checkbox"/> Mod Request <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	Nuzzo & Campion Stone Enterprise <input checked="" type="checkbox"/> Manturing/ High Tech <input type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input type="checkbox"/> 1 st time app <input type="checkbox"/> MBE <input checked="" type="checkbox"/> Located EZ _2_ Total	Notes / Discussion: Members discuss that invoice appears to be for software not training and want clarification noted to ensure services are coordinated. Motion: Moved by; F. Pendlebury, Second by; F. Ricci <input type="checkbox"/> Approve funding as requested. <input checked="" type="checkbox"/> Fund at \$10,000 max__ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input checked="" type="checkbox"/> Fund with contingencies (see comments) Comments: Ensure we get the proper invoice numbers and materials for contracting. Vote: _3_ In Favor, __ Against, _1_ Abstain: S. Carter	\$10,000.00	\$10,000. Max

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A009 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	Gennaro, Inc. <input checked="" type="checkbox"/> Manufacturing/ High Tech <input type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input type="checkbox"/> 1 st time app <input type="checkbox"/> MBE <input type="checkbox"/> Located EZ _1_ Total	Notes / Discussion: Straightforward clearly presented application. Motion: Moved by; S. Carter, Second by; F Ricci <input type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Vote: _4_ In Favor, __ Against, __ Abstain:	\$5,100.00	\$5,100.00

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A010 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	T.W.L. Company, Inc. <input checked="" type="checkbox"/> Manfig/HiTech <input type="checkbox"/> Service	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> WBE <input type="checkbox"/> Located EZ _2_ Total	Notes / Discussion: Good presentation. Clearly presented. Motion: Moved by; F. Ricci, Second by; S. Wilson <input checked="" type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Vote: _4_ In Favor, __ Against, __ Abstain:	\$7,500.00	\$7500.00

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A011 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	Progressive Leadership, LLC <input type="checkbox"/> Mfg/HTech <input checked="" type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> WBE <input type="checkbox"/> Located EZ _2_ Total	Notes / Discussion: Discussion on number employees & training content. Motion: Moved by; S Carter Second by; S. Wilson <input type="checkbox"/> Approve funding as requested. <input checked="" type="checkbox"/> Fund at \$1497.50_max_ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input checked="" type="checkbox"/> Fund with contingencies (see comments) Comments: Ensure # of employees, remove software & licensing fees, no pmts until all training complete to ensure app employees participate. Vote: _4_ In Favor, __ Against, __ Abstain: Note: Application withdrawn.	\$1,497.50	\$1497.50 Max

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A012 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial App <input type="checkbox"/> Tabled from Previous Meeting	Printing Industry of RI <input type="checkbox"/> Mfg/HTech <input type="checkbox"/> Service organization <input checked="" type="checkbox"/> Consortium	<input type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input type="checkbox"/> 1 st time app <input type="checkbox"/> WBE <input type="checkbox"/> Located EZ _0_ Total	Notes / Discussion: Private sector group of employers, strong organization with good track record. Check on costs. Motion: Moved by; S. Carter Second by; F. Ricci <input checked="" type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Vote: _4_ In Favor, __ Against, __ Abstain:	\$3,842.00	\$3842.00

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A013 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	Dr. Gary J. Post – Center for Health <input checked="" type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input checked="" type="checkbox"/> 1 st time app <input type="checkbox"/> WBE _2_ Total	Notes / Discussion: Includes training for specific software. Motion: Moved by; S. Carter Second by; F. Pendlebury <input type="checkbox"/> Approve funding as requested. <input checked="" type="checkbox"/> Fund at _3129.97 max_ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input checked="" type="checkbox"/> Fund with contingencies (see comments) Comments: Ensure "business process documentation" activity is training. Vote: _3_ In Favor, __ Against, _1_ Abstain: : F. Ricci	\$3,129.97	\$3129.97 Max

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A014 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	Visa Jewelry Corporation <input type="checkbox"/> Manufacturing/ High Tech <input checked="" type="checkbox"/> Service organization	<input checked="" type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input type="checkbox"/> 1 st time app <input checked="" type="checkbox"/> WBE <input type="checkbox"/> MBE <input checked="" type="checkbox"/> Located EZ _3_ Total	Notes / Discussion: Members note application language states consulting is included. These costs must be removed from budget, to ensure grant only includes training. Motion: Moved by; S. Carter Second by; F. Ricci <input type="checkbox"/> Approve funding as requested. <input checked="" type="checkbox"/> Fund at _\$750 max___ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input checked="" type="checkbox"/> Fund with contingencies (see comments) Comments: Ensure grant budget only includes training activities. Vote: __ In Favor, __ Against, __ Ab4stain:	\$750.00	\$750.00 Max

Application # Type	Company Name	Priorities/ Description	Comments	Funding Request	Funding Approved
A015 <input type="checkbox"/> Mod Req <input checked="" type="checkbox"/> Initial Application <input type="checkbox"/> Tabled from Previous Meeting	Newport Shipyard <input checked="" type="checkbox"/> Manufacturing/ High Tech <input type="checkbox"/> Service organization	<input type="checkbox"/> < 25 employs <input type="checkbox"/> unschd pay+ <input type="checkbox"/> 1 st time app <input checked="" type="checkbox"/> WBE <input type="checkbox"/> MBE <input type="checkbox"/> Located EZ _2_ Total	Notes / Discussion: Training is classroom at New England tech. Motion: Moved by; S. Carter Second by; F. Pendlebury <input checked="" type="checkbox"/> Approve funding as requested. <input type="checkbox"/> Fund at _____ <input type="checkbox"/> Do Not Fund <input type="checkbox"/> Table (see comments below) <input type="checkbox"/> Fund with contingencies (see comments) Comments: Vote: _4_ In Favor, __ Against, __ Abstain:	\$5,000.00	\$5,000.00