

**GOVERNOR'S WORKFORCE BOARD RI  
YOUTH DEVELOPMENT COMMITTEE (YDC)  
September 29, 2008**

**Minutes**

**Members Present:** B. Melton, Chair, S. Moylan, S. Powell, M. Trueb, J. Warner

**Members Absent:** R. Paniccia, L. Ricci

**GWB Staff Present:** M. Koback, N. Olson, D. Francis, M. Mooney, D. Brown

**DLT Staff Present:** J. O'Hare, L. Norris, M. Palumbo, C. Ribeiro, J. Cornwell

**Others Present:** M. Burk, DCYF; R. Smith, CCRI; R. Ricci, Workforce Solutions of Providence/Cranston; R. Riccarelli, HARI; W. Mackie, My Turn; K. Shields, Tech Collective; S. Bowler, DCYF; D. Cedrone, RIEDC; T. Hebert, Atrion

The meeting was called to order at 8:50 a.m.

**Minutes of Youth Development Committee meeting**

Chair Melton asked for a review of the meeting minutes of the 6/23/08 Governor's Workforce Board Youth Development Committee (GWBRI – YDC). He then asked for a motion to approve the meeting minutes.

**Vote:** S. Moylan motioned to approve the minutes of the GWBRI-YDC meeting as presented. S. Powell seconded the motion. The vote was unanimous; the motion passed.

**Adopt Work Ready Definition**

B. Melton introduced the topic of the definition of Work Ready and invited comments from committee members. A handout was provided listing the behaviors, competencies, skills, advanced skills and management skills which are based on the U.S. Department of Labor's (US DOL) Competency Model.

A discussion followed on specific modifications to this definition. It was noted that Level 2 & 3 competencies should include embracing diversity. J. Warner emphasized the importance of the appreciation of diverse points of view and both B. Melton and M. Trueb noted their agreement. It was also mentioned that respectfulness should be added to the Level 1 behaviors. S. Moylan asked about Industry wide technical competencies and if there are resources available to reach the competency level. It was noted that RI Red skills assessment and Way to go RI are two resources. Regarding modifications to this definition, J. Warner observed that behaviors and competencies conclude at level 3 and that standards and evidence will determine the specific results. He noted that the NECAP assessment and performance levels would be a measure for high school students in determining their proficiency level. In referencing behaviors and competencies for Levels 1, 2 and 3, S. Moylan cautioned that the distinction between youth and adults should be recognized for age appropriate levels. L. Norris noted that both business and education support the competency model presented.

After the discussion, it was decided to review the work ready definition and bring this agenda item back to the committee at the end of the year.

## **Updates**

L. Norris provided brief updates on youth programs.

### ***New 2008 Combined RFP Contract #s***

L. Norris reviewed the handout "Rhode Island's Youth Workforce System 2008-2009 Contract Year Deliverables". She reported that in this contract year the total youth served in the system numbered 7,828 which is a significant increase from prior years. She noted there are some issues relating to this increase in capacity specifically a refinement of data collection methods.

### ***Youth RFP Redesign Process***

L. Norris reported that a new RFP would be released in November to prepare for spring and summer programs in 2009.

### ***Update on the Pilot Project Initiative- Cranston School Department***

L. Norris reported that R. Seitsinger is the evaluator for this project and that an initial report would be available in early October. A copy of the Memorandum of Understanding between RI DLT and the Cranston School Department was provided to committee members.

### ***Youth Workforce System – Year End Snapshot***

L. Norris reviewed the handout "Statewide WIA/JDF combined- Data Collection" for the reporting period of 4/1/07 – 6/30/08. She reported that the total youth served is approximately 3300 which is an increase of 121%. She also reported that the total service units provided is 6213.

## **Futures Inc.'s Presentation**

Tim Hebert, CEO of Atrion Networking and Chair of Tech Collective, provided a demonstration of a new software tool that was developed by Future's Inc. for Cisco Systems talent recruitment needs. This is a cutting edge, on-line platform for connecting students, displaced workers, the unemployed and underemployed with business and industry.

B. Melton thanked T. Hebert for the informative presentation. With no further business to discuss, a motion was entered to adjourn the meeting of the GWBRI-YDC meeting.

**Vote:** S. Moylan motioned to adjourn the meeting of GWBRI-YDC. S. Powell seconded the motion. The vote was unanimous; the motion passed.

The meeting adjourned 10: 30 a.m.

Respectfully submitted,

Maureen Mooney