

Workforce Partnership of Greater Rhode Island

Board Development Committee

Meeting Minutes

October 5, 2007

DLT Center General; Conference Room 72-1

The Board Development Committee meeting was called to order by Chairman Paul Ouellette at 8:02 a.m. Members present included Chairman Paul Ouellette, Mike Cassidy, Peter Koch and Pat Talin. Members absent were Diane Cook, and Vina Leite. Also present were staff members Nick Ucci and Dottie Miller.

Minutes of Meetings of April 27, 2007:

Chairman Ouellette asked the Board Development Committee members to review the minutes of the April 27, 2007 Board Development Committee meeting. Following the review,

Pat Talin motioned to approve the minutes for the April 27 meeting. Peter Koch seconded the motion. The vote to approve was unanimous. The motion carried.

Membership Update:

Chairman Ouellette asked Dottie Miller to provide the committee with an update on filling the two Organized Labor vacancies for the Board.

Miller stated she had contacted Ray Pingitore from the Teamsters

Local 25. She explained that she had met with Ray and that he was recently appointed as Director of Member Assistance which included oversight of training. She indicated that he was very interested in serving on the board and that he had an interest in workforce development issues. Dottie Miller then distributed copies of his resume for the committee to consider. The members reviewed the resume and recommended forwarding Pingitore's name and resume to the Governor's Office as a nominee for one of the organized labor vacancies. Miller also stated that she had initiated the process of contacting Labor Representatives on the Governor's Workforce Board to solicit another nomination for the second vacancy.

Chairman Ouellette then asked about potential and existing private sector vacancies and discussed industry groups to target with the committee members. The committee members focused on the Health Care industry and volunteered to contact members of that industry to fill the vacancy left by Frank Sullivan's resignation. Dottie Miller stated that no other private sector member had resigned to date.

Committee Meeting Schedule:

Dottie Miller referred to the 2007-2008 WPGRI Committee Meeting schedule included in the folders per their request. She suggested that they briefly review the schedule and mark committee meetings in their personal calendars.

New Board Member Orientation:

Paul Ouellette stated that he had talked with Dottie Miller prior to the meeting and suggested that she reserve the Conference Room for a November Orientation. He asked Dottie for an update, and she stated that the only day the Main Conference Room was available was November 6th. She noted that November 6 was the same date that the Executive Committee was scheduled to meet. She explained that since the Executive Committee members usually participated in the Orientations, the meetings could be scheduled back to back. The committee members agreed and went on to review the copies of the Power Point presentation. Mike Cassidy suggested some changes and updates to the language and Paul Ouellette also suggested adding more information on services. Pat Talin suggested reversing the order of the presentation to place the initial focus on member roles and responsibilities. Dottie Miller then asked about which staff and/or board member would be presenting the sections of the orientation. The members discussed the presentation flow and Paul Ouellette confirmed that he, Chairman Steve Kitchin, and staff members Dottie Miller and Nick Ucci would take the lead in providing the presentations, and that committee chairs would be asked to say a few words about their committees.

Paul Ouellette asked Dottie Miller to edit the Power Point document and email it to members for their review. Dottie Miller agreed and stated that staff would also assemble board member binders with orientation materials including the presentation, Corporate By-Laws, Committee Information, a Member Roster, Meeting Calendars and the

“WIB Speak” Dictionary.

There being no new business,

Pat Talin moved to adjourn, Peter Koch seconded the motion. The vote to approve was unanimous. The motion carried.

The meeting adjourned at 9:19 a.m.

Respectfully Submitted,

Dottie Miller