

**Workforce Partnership of Greater Rhode Island Youth Council
Meeting**

August 21, 2008

Members Present: Cynthia Farrell, Everett Amaral, Joseph DiPina, Alberto DeBurgo, Sharon Gainey, Elizabeth Gilheeney, Scott Seaback, Andrew Tyska, and Johan Uvin

Members Absent: Susan Babin, Vanessa Cooley, Joseph DeSantis, Andrew DeTora, Alexis Devine, Lissa Dreyer, Dorothy Mattiello, Michael Montanaro, and Kathleen Stoddart

Staff Present: Nick Ucci, Carlos Ribeiro, Karen Waters, and Gail DuPont

Guests: Mavis McGetrick

The meeting opened at 8:50am. Without a quorum present, the meeting proceeded to non-voting items on the agenda.

2008 New RFP Design

Carlos stated that the WPGRI along with the Providence/Cranston Board are working together to design a new user friendly RFP. Previous venders will be invited to a workshop where they will be divided into sessions for WIA, youth centers, and components. He said that, based on all of this input from the survey and workshop, a

new design will be ready for use on October 15, 2008. Carlos said vendors will have until December to respond and funding should be in place for April. Carlos predicts that this will enable everyone to be on the same contract cycle in 2010 for WIA, youth centers, and components every year with one RFP.

Cynthia questioned how the fiscal year funding would be affected if the RFPs are being funded in March. Nick explained that the RFP goes out in the fall, but federal money is received April 1st so the money can be used to begin enrolling. He said the contracts are generally written from April 1st through June 30th of the following year. WIA programs have another year after that for follow-up services. Nick anticipates one of the strategies, if these new contracts are approved, is to increase the amount of WIA dollars allocated to youth centers in comparison to our previous contracts, in an effort to expend WIA dollars more quickly over the course of the year to meet our expenditure benchmarks.

PY2008 Funding Recommendations

Although no vote could be taken, the Council agreed to review the RFP Sub-Committee's recommendations for PY08 Youth Center and WIA Stand-Alone proposals. These recommendations would be considered at a later date when a quorum was present. Johan Uvin began summarizing the Sub-Committee's recommendations. Stating that three Youth Center proposals had been recommended for funding: CCAP in Pawtucket to serve 500 youth (40 WIA) for

\$394,857.17; South County Community Action in South County to serve 300 youth (30 WIA) for \$320,614.00; and Family Resources in Woonsocket to serve 250 youth (50 WIA) for \$420,000.00. Also, Johan explained that the WPGRI had the funds available for the two highest-ranking WIA Stand-Alone proposals received during the latest RFP process: a proposal by CCAP to serve 50 WIA younger youth for \$234,200.38 and a proposal by CCAP to serve 50 WIA older youth for \$292,385.04.

Johan explained that the Sub-Committee had a lengthy and productive conversation about concerns surrounding the amount of dollars contract with CCAP. He explained that, although they continue to have a good track record with performance on youth programs and other government-funded programs, the WPGRI must be cautious in dedicating such a significant share of resources with one vendor. Nick explained that the WPGRI conducts routine monitoring and that the system as a whole is mindful of the amount of resources contracted with the vendor. He explained that the system is considering joint monitoring with the SWIO which will also allow for consistency among monitoring practices. He said that CCAP has demonstrated success and they are serving as models for other youth centers. Carlos added that three steps are taken once a vendor is awarded funds. He explained that an orientation is scheduled to review the contract, understand forms and requirements; second a site visit is scheduled within the first few weeks of the program start date; and third, actual monitoring is done

at six months intervals. Carlos also explained that feedback from people in the field is also conducted. In addition, he conducts routinely-scheduled Vendor and Youth Center staff training meetings.

These meetings are followed by a WIA-only staff meeting to discuss the complexities of WIA programs and ensure that all vendors are conducting quality services. Carlos said that as of July 31st, JDF has served 1,158 youth and WIA has served 219 youth. The Council and staff agreed that they would monitor all contracted vendors closely to ensure quality of service.

Off-Site Meeting

Cynthia Farrell suggested that the Youth Council meet in one of the youth centers during the program year so they have a chance to observe the youth center in action; gain an appreciation of the Youth Council's role; and have a better understanding of the work that is being done throughout the Youth System. Pawtucket was chosen as the center to visit and staff agreed to work on the arrangements for the November 2008 meeting.

RFP Committee

Nick explained that the RFP committee is a sub-committee of this council. He said that the purpose of the sub-committee is to review the RFP; review received proposals; and make funding recommendations to Youth Council, which makes recommendations to the Board. Nick solicited private sector council members to join this sub-committee to strengthen its makeup. Scott Seaback and

Andrew Tyska volunteered their services.

Next Meeting

Cynthia Farrell suggested a separate meeting so the Council may vote on issues not addressed today, as well as the funding recommendations, prior to the September Board meeting. If a quorum can be reached, she suggested and the Council members in attendance agreed that the Council meet on August 28th at 3:30 P.M.

Being no further business to come before this committee the meeting was adjourned at approximately 9:30 A.M.

Respectfully yours,

Gail DuPont