

**GOVERNOR'S WORKFORCE BOARD RI  
BOARD DEVELOPMENT COMMITTEE  
OCTOBER 27, 2010**

**MEETING MINUTES**

Members Present: Sharon Moylan, Robert Nangle, Sandra Powell  
Members Absent: Pheamo Witcher  
Staff Present: Lisa D'Agostino, Nancy Olson, Maureen Mooney  
Location: RI Department of Labor & Training, Cranston, RI

Chair Moylan called the meeting to order at 8:40 a.m. and welcomed everyone.

A motion was entered to approve the minutes of the February 25, 2010 Board Development Committee meeting.

**VOTE:** R. Nangle moved to approve, seconded by S. Powell. All approved.

**GWB 2010 Annual Meeting Overview**

Chair Moylan reported on the costs and attendance of the June 2010 annual meeting. In general, committee members indicated the video and presentation were successful tools in highlighting the employers who received the comprehensive workforce training grants.

**Planning for GWB 2011 Annual Meeting**

Chair Moylan asked committee members and staff for ideas on planning for the 2011 annual meeting. It was discussed and agreed upon that the annual meeting would be held in May and that the board meeting in June would be the final business meeting. This would allow the board to have another meeting if needed before the summer break.

Several ideas were discussed regarding a speaker for the meeting. R. Nangle indicated he liked to hear from the employers who receive grants and awards as it shows how GWB funding benefits RI businesses. L. D'Agostino suggested that a panel of individuals who received funding from the GWB could showcase funding priorities of the board. S. Powell mentioned Paul Harrington from Northeastern University as a possible speaker regarding youth employment, noting the research on the benefits of youth working. She was not sure of the cost and noted the speaker could be another key person in the state. She indicated that the content must be relevant and entertaining. Chair Moylan stated it should be hopeful. R. Nangle suggested that an economist could discuss the RI economy and its impact on business, growth and jobs. He also noted that differing views of economists would be interesting as well and mentioned Dean Massey from URI. He also suggested Alan Beaulieu from New Hampshire. All agreed that the cost of a speaker should be kept at a minimum. It was noted that the speaker could be vetted at the board retreat to pre-determine if there was a good message.

## **Board Member Retreat**

Chair Moylan asked committee members and staff for ideas on planning a board retreat. She reported that a previous retreat for the board was held in 2007. It would be productive to hold another one since it has been a few years and there are many new board members.

Several ideas were discussed. A suggestion was made to survey the board members on a date and time and to confirm the date early. It was suggested that the retreat be held either in February or March and to ensure that it not be scheduled during school vacation weeks. Having the retreat in March would provide more time for planning and there would be less concern about the weather.

In concert with the retreat, it was discussed that a board information (orientation) binder should be created. This information could include but not be limited to:

- Key Stakeholders list
- List of acronyms and the meanings
- Overview of the priorities of the board
- Stumbling blocks that board members have encountered
- By-laws
- Board background information
- Ethics information and recusal forms
- Voting responsibilities and conflicts
- Board membership and committee assignments
- Vacant board positions
- Board eligibility for comprehensive workforce training grants
- HRIC and SWIO information and distinctions

It was discussed that some of this information could be topics for the board retreat.

With no other business, Chair Moylan asked for input on scheduling the next committee meeting. It was decided that the next Board Development Committee meeting would be held on Tuesday, December 14, 2010 at 8:30 a.m.

With no further business, a motion was made to adjourn the meeting.

**VOTE:** R. Nangle moved to approve, seconded by S. Powell. All approved.

The meeting adjourned at 9:37 a.m.

Respectfully submitted,

Maureen Mooney