

Governor's Workforce Board RI Career Pathways System Task Force (CPSTF)

September 22, 2011

Meeting Minutes

Committee Members present: Brandon Melton, Chair, Marc Amato, Rick Brooks, Charles Fogarty, Jill Holloway, Kevin McDevitt, Robin Smith, Bill Weedon
Committee Members absent: Andrea Castaneda, Ray Di Pasquale, Deborah Gist, William McGowan, Jeffrey Senese, Kathie Shields, Keith Stokes
GWB Staff present: Lisa D'Agostino, Nancy Olson, Dan Brown, Maureen Mooney
DLT Staff present: M. Palumbo, Kate Greenwell, Pat Leduc, Chris Grieco
Others Present: Judy Jones, Poverty Institute; Tom Costello, Community College of RI; Ruth Ricciarelli, HARI; Marguerite McLaughlin, Healthcentric Advisors; Kristin Lehoullier; Sarah Griffin, RISES; Aime Brissette, Stepping Up; Jane May, CCRI; Malcolm Baxter, BIS; Sharon Lee, RIDE; Sharon Miles, CCRI; Jen Cornwell, RIMTA; Carol Holmquist, Dorcas Place

Call to Order

Chair Melton called the meeting to order at 8:05 a.m. He welcomed everyone and provided an overview of the agenda. Chair Melton asked R. Smith to provide an update on the staffing from CCRI for the Career Pathways Task Force. R. Smith explained a change in staff for the Career Pathways work and that Tom Costello will be replacing Jillian Salerno who accepted another position. Chair Melton mentioned that after the task force reviews the data for 4 industries that a vote will be taken on the industry selection.

Minutes of Career Pathways System Task Force (CPSTF)

Chair Melton asked for a review of the meeting minutes of the July 21, 2011 CPSTF meeting. He asked if there was a motion to approve the meeting minutes.

Vote: C. Fogarty motioned to approve the minutes of the 7/21/11 CPSTF meeting.
R. Brooks seconded the motion. The vote was unanimous; the motion passed.

Industry Data

Chair Melton asked Tom Costello to provide an overview of the industry data. T. Costello referred to the handout entitled "Industry Growth Projections & Current Wage Information by Industry" which was taken from RI and National Labor Market Information (LMI). He reviewed information for the industries which included Information Technology, Healthcare (Support and Practitioners), and Hospitality (Food Preparation & Serving and Office & Administration). T. Costello compared key factors for all three industries such as changes in the 2008 – 2018 employment rate, entry level, median and experienced wage rates and the opportunity for a career ladder and multiple entry points. He mentioned the GWB Industry Partnerships relating to each industry which included Tech Collective, Healthcentric Advisors, HARI, Stepping Up and RI Hospitality Education Foundation. T. Costello referred to the handout entitled "Examples of positions with Occupations". There was a discussion and questions on sustainable wages. T. Costello indicated he would forward additional information to committee members on the definition of a sustainable wage, and wage level definitions.

Chair Melton asked Bill Weedon of Applied Radar, Inc. to provide an overview of the Defense Industry Sector Report. B. Weedon indicated that there is an ongoing study of the Defense Industry being undertaken by Senedia (Rick McAuliffee) a GWB Industry Partner. Since this is

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the first year of this partnership, B. Weedon noted there are no results yet. He referred to the handout entitled "The Defense Industry in Rhode Island, Industry Sector Report, July 2009 Navy update". He reviewed the summary of findings, historical trends, and measures of the Defense economy which included information on employment and payroll. Since the wage information was detailed on an annual basis, it was suggested it might be helpful to breakout this data in a similar format as the other three industries previously reviewed. B. Weedon noted that the Defense Industry does not currently have specific career ladders, a projection of wages through 2018 or detailed job categories at this point. He explained that though there are many entry level positions that require a technical degree (engineering track) there are other entry level positions for technicians and other support functions. It was acknowledged that the completion of the skills gaps study by the GWB Defense Industry Partnership would provide more information on avenues for a career ladder in this industry.

Industry Selection

Chair Melton asked for feedback from the taskforce on the number of industries selected for the demonstration of the career pathways model. Several comments were offered and there was a discussion. Several points were noted such as:

- What does the taskforce put in place for the next five years?
- Two industries should be chosen in order to see comparisons as the model is being developed.
- What do we need at the end of the process?
- How do we integrate Community Based Organizations (CBOs), Business and Industry?
- Creating a system shows roles, responsibilities and interrelationships. How do you bring the stakeholders together?
- What resources exist? What needs to be generated by the model?
- What are the existing skills and service gaps?
- It was mentioned this is a mapping process. Once it is mapped, determine what the gaps are, and reconfigure with the end result being a job.
- Clarity is crucial. What does a person following the career path need to do?
- Selecting 3 or 4 industries for the model would be difficult to manage.
- Look at the demographics. Lower rungs on the career ladder should lead into the pathway.
- For the Hospitality Industry, it takes a lot to move from the lower to upper levels. For the Defense Industry, a higher level is an entry point.
- Both the Information Technology and Healthcare Industries have strong Industry Partnerships.
- The Information Technology Industry shows the largest growth in the number of jobs.
- Job growth in the Healthcare Industry has high growth due to the aging population in RI.

After this discussion, Chair Melton asked if there was motion to select the Industry(s) for the Career Pathways System model.

Vote: K. McDevitt motioned that the Healthcare and Information Technology Industries be selected for the Career Pathways System demonstration model. R. Smith seconded the motion. All were in favor, the motion passes.

Next Steps

Chair Melton stated that the next CPSTF meeting is scheduled for October 6th. He indicated that since it is only two weeks away, there is no need for this meeting. He reported that the next CPSTF meeting is scheduled for November 10, 2011 at 8 a.m. at the Warwick campus of the Community College of RI.

Adjournment

With no further business, the meeting was adjourned at 9: 20 a.m.

Respectfully submitted,

Maureen Mooney