

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

November 14, 2013

Meeting Minutes

Committee Members present: Manuela Raposo, Chair; Charles Fogarty, Jill Holloway, Kathie Shields, Robin Smith
Committee Members not present: Deborah Gist, Marcel Valois, Marc Amato, Andrea Castaneda
GWB Staff present: Elizabeth Jardine, Rick Brooks, Amelia Roberts, Hillary Feeney
DLT Staff Present: David Tremblay, Sarah Griffin, Sue Chomka
Others Present: Malcolm Baxter, BIS; Paul Harden, RIEDC; Ruth Gobeille, RIMES; Philip Less, RIDE; Irena Nedeljkovic, EPI; Brandon Melton; Former Chair of CPSTF

Call to Order

Chair Raposo called the meeting to order at 8:10 a.m.

Minutes of Career Pathways System Task Force (CPSTF)

Chair Melton asked for a review of the minutes of the September 12, 2013 Career Pathways System Task Force meeting. She asked if there was a motion to approve the meeting minutes.

Vote: Jill Holloway motioned to approve, Kathie Shields seconded the motion. The motion was passed unanimously.

Introductions: New Chair and Committee Members

Rick Brooks welcomed Manuela Raposo as the new Chair of the Career Pathways System Task Force, replacing former Board Member and CPSTF Chair, Brandon Melton. R. Brooks discussed Chair Raposo's qualifications and asked the Task Force members and attendees to introduce themselves.

R. Brooks referred to the spreadsheet of the CPSTF background information and member categories, stating that there are currently six vacancies that need to be filled. Philip Less offered to follow up with Clark Greene to confirm if he should be attending the taskforce meetings as the Acting Commissioner of Higher Education. R. Brooks asked the committee for suggestions for new members that he should recommend for appointment. R. Smith suggested recommending someone from the healthcare industry. Bill McCourt was another suggestion as a Labor representative. J. Holloway inquired about the Employee category. R. Brooks noted that the term "Employee" is used in the legislation as one of the categories that require representation. The Task Force discussed the prior lack of representation from the finance or insurance industries. R. Smith stated she has a contact at Amica that she can get in touch with. The Task Force suggested someone from Stepping Up or Hospitality. Chair Raposo asked about the timeline as to when the vacancies will be filled. C. Fogarty noted that the vacancies should be filled by the next meeting on February 13, 2014.

Charge of Career Pathways System Taskforce

Referring to the CPSTF legislation, Chair Raposo discussed the charge of the Task Force, noting that:

1. The economic future of Rhode Island depend upon the ability of businesses to compete in the global economy, and that the improvement of workers' skills will help provide the competitive edge critical for both business and employee success.
2. To best move those with low skills into the labor market, increase the number of individuals in the middle skill wage distribution, and expand the number of highly skilled workers, multiple career pathways must be supported by the workforce development system.
3. Career pathways must be closely aligned with industry needs based on labor market information and be accountable for their effectiveness.
4. That the Governor's Workforce Board is uniquely authorized to best coordinate the development and oversight of a career pathways system.

CLASP: CP Self Assessment Tool Group Exercise

Chair Raposo asked Elizabeth Jardine to facilitate the CP Self-Assessment Tool group exercise. E. Jardine divided everyone into two groups and assigned each group two career pathways system indicators to discuss and present to the Task Force. The career pathways indicator topics that were discussed included: state and local commitment to a shared vision, identifying resources to build and sustain a career pathways system, policy implementation, and utilizing data and shared measures to improve outcomes. Below are key findings from the exercise:

Shared Vision

- The CPSTF is a state partnership of agencies, non-profits, and private sector partners
- Partner roles and responsibilities are unclear
- Disconnect between secondary and post-secondary education
- Pockets of career pathways activity occurring around the state, but no alignment
- Lack of employer awareness to support career pathways
- Lessons learned are not available to adjust policies

Resources

- Most indicators are emerging
- Pockets where things are happening well, but not part of full system (IP activities – program level but not state)
- On-Ramps program exists as an example of braided funding
- Philanthropic funds from United Way and RI Foundation established

Policy

- Leveraging ITAs through WIBs to promote career pathways
- Definition of career pathways varies
- Term/definition is not as important at outcomes
- Key point is to help people move forward and reach their career goals
- TAACCCT 3 grant
- CCRI already tasked with many initiatives outside of workforce development

Data

- Create framework to measure performance
- Lack of communication between agencies, systems are not connected
- Longitudinal data project currently addressing data system disconnect

Draft Action Plan

Due to time constraints, the taskforce agreed to table the action plan discussion to the next meeting on February 13, 2014

Update: Workforce On-Ramps

Due to time constraints, the taskforce agreed to continue the Workforce On-Ramps discussion to the next meeting on February 13, 2014

Adjournment

With no further business, Chair Raposo asked if there was a motion to adjourn the meeting.

Vote: Kathie Shields motioned to adjourn the meeting, seconded by Jill Holloway. The motion passed unanimously.

The meeting was adjourned at 9:34 a.m.

Respectfully submitted,

Amelia-Anne Roberts