

**GOVERNOR'S WORKFORCE BOARD RI  
EMPLOYER COMMITTEE MEETING  
JANUARY 24, 2013**

**MINUTES**

Committee Members Present: Martin Trueb, Chair, Mike Grey, Brandon Melton, Sharon Moylan, Cathy Streker

Committee Members Not Present: Connie Howes, Juana Horton, Robert Nangle

GWB Staff Present: Elizabeth Jardine, Maureen Mooney, Dan Brown

DLT Staff Present: Connie Parks

Others Present: Malcolm Baxter, BIS

Location: RI DLT, Conference room 73-2

**Call to Order**

Chair Trueb called the meeting to order at 8:22 a.m. and welcomed everyone to the meeting.

**Meeting Minutes 10-25-12**

Chair Trueb asked for a review of the minutes of the 10-25-12 meeting. He asked if there was a motion to approve the meeting minutes.

**Vote:** C. Streker motioned to approve the minutes of the 10-25-12 meeting. M. Grey seconded the motion. The vote was unanimous; the motion passed.

**Employer Advisory Group**

***Advisory Group Membership***

Chair Trueb stated that the inaugural meeting of the Employer Advisory Group (EAG) is scheduled for February 14, 2013. He asked committee members to review the current advisory group membership list and asked for suggestions to include 8-10 additional employers. Noting the importance of a state-wide geographical representation, he asked Elizabeth Jardine to gather this information to include on the membership listing. Chair Trueb emphasized the importance of including those industries not yet represented as well as the inclusion of any small, start up companies. He noted that the hospitality, retail and professional services industries were not represented in the membership.

A discussion followed. Chair Trueb indicated he would invite a representative from the insurance industry. A suggestion was made to include a representative from Dimeo Construction. M. Grey spoke about the projected growth of the education and medicine sectors and the importance of engaging employers affiliated with this emerging partnership. Other suggestions included Johnson and Wales University (JWU), and the New England Institute of Technology (NEIT) or other career/technical schools. Brandon Melton offered to contact Steve Kitchin from NEIT and Dr. Jeffrey Senese from JWU. M. Grey suggested that the focus should be on private educational institutions and on the employer side of their work, specifically the recruitment of students to the employers. M. Grey mentioned including the

financial sector and suggested Fidelity. Cathy Streker will contact Fidelity for a referral to the EAG. Brandon Melton will contact Amica Insurance Company for a referral.

### ***Establishing the Agenda***

Chair Trueb noted the importance of feedback from the employers in establishing the agendas, communicating between meetings and disseminating meeting results. After a discussion, it was decided that the agenda would list the following topics:

*-General discussion on employer workforce needs*

*-Best vehicle for grants (Incumbent Worker Training Grants and/or Express Grants)*

C. Parks suggested looking at the Express Grants and the Incumbent Worker Training Grants to determine any patterns in training programs. Elizabeth Jardine indicated she is planning to do a survey of the training for these grant programs.

*-EmployRI site*

Brief demo/presentation by DLT staff

Ask for participation for employer based focus group to improve functions of

EmployRI

*-Governor's Work Immersion Program*

*-Internships*

*-Work Readiness Credential*

### **Adjournment**

With no further business, Chair Trueb asked for a motion to adjourn.

**VOTE:** S. Moylan moved to approve, seconded by M. Grey. All approved.

The meeting was adjourned at 9:10 a.m.

Respectfully submitted,

Maureen Mooney