

**GOVERNOR'S WORKFORCE BOARD RI  
EMPLOYER COMMITTEE MEETING  
AUGUST 22, 2013**

**MINUTES**

Committee Members Present: Martin Trueb, Chair, Connie Howes, Mike Grey, Brandon Melton, Sharon Moylan, Robert Nangle

Committee Members Not Present: Cathy Streker, Juana Horton

GWB Staff Present: Rick Brooks, Elizabeth Jardine, Amelia Roberts, Hillary Feeney

DLT Staff Present: Sue Chomka, Paul Genovesi, Susan Biagioni

Location: RI DLT, Conference room 73-2

**Call to Order**

Chair Trueb called the meeting to order at 8:16 a.m. and welcomed everyone to the meeting.

**Meeting Minutes 5-24-13**

Chair Trueb asked for a review of the minutes of the 5-24-13 meeting. He asked if there was a motion to approve the meeting minutes.

**Vote:** R. Nangle motioned to approve, seconded by C. Howes. All were in favor, the motion passed unanimously.

**Employer Focus Group Work-Readiness Credential Update**

Chair Trueb asked Elizabeth Jardine to provide a report on the Statewide Workforce Readiness Credential process. E. Jardine referred to the hand-out and indicated the employer focus groups met on July 10<sup>th</sup> and July 18<sup>th</sup> with a total of 18 participants. She noted there was a large representation of employers from the manufacturing industry that affected the group discussions. E. Jardine mentioned many of the employers were unfamiliar with the NCRC but saw it as a useful prescreening tool in the hiring process. She added that the employers were skeptical of an on-line "soft skills" assessment. S. Griffen suggested both an on-line assessment as well as face-to-face interaction is needed to properly gage the interpersonal skills of an applicant. E. Jardine stated that all of the employer participants felt the best candidates were those who had some type of work-readiness training. Chair Trueb added that the assessment could be used as a tool for applicants to recognize areas they need to improve on. B. Melton suggested, beyond the assessment, to develop interview questions for employers. Chair Trueb emphasized the importance of developing an interview process that would allow small businesses to identify what they are looking for in a potential candidate.

**Work Immersion Program Update**

Chair Trueb asked Rick Brooks to provide an update on the GWB Work Immersion program. R. Brooks stated the program will be up and running shortly. He informed the committee that a meeting is scheduled for next week with the college career centers to discuss the program and gain their feedback. He also briefly discussed the program criteria. R. Brooks noted the State of RI will reimburse an employer for 50% of wages paid for no more than 200 hours during a 10

week period. Chair Trueb suggested discussing the Work Immersion program with the Employer Advisory Group at the October meeting. R. Brooks announced to the committee that the RI Foundation has awarded \$100,000 to the bRIdge.jobs initiative through the *Make It Happen Fund* to implement a statewide education and outreach campaign to promote internships and other work-based learning.

### **Industry Partnership Discussion**

A discussion ensued concerning the relationship between the Employer Committee and the GWB Industry Partners. R. Nangle stated that it would be beneficial for the Industry Partners to meet with the committee before presenting to the Board. S. Moylan asked if there was a quarterly progress report for the committee to review. E. Jardine stated the Industry Partners complete performance reports that demonstrate their alignment with the four strategic objectives. She indicated the report would be available before October 15<sup>th</sup> for the committee to review. C. Howes noted that the evaluation process should happen through either the Strategic Investments & Evaluation Committee or the Employer Committee. After discussion, it was decided that the Industry Partners would report their progress to the Employer Committee. C. Howes suggested the committee meet with one of the more successful Industry Partners to evaluate and discuss their progress.

### **Employer Advisory Group Meeting**

Chair Trueb indicated that the focus of the meeting is to draft the agenda for the upcoming Employer Advisory Group (EAG) meeting scheduled for Thursday, October 10, 2013 at 8:30 a.m. He recommended discussing the key issues identified at the last EAG meeting and highlighting actions taken by GWB in response.

After discussion, the agenda items were determined. They include:

Updates and feedback from previous Employer Advisory Group meetings

- Work Readiness Credential
- Manufacturing labor law reform efforts

New items for discussion:

- bRIdge.Jobs internship promotion campaign
- New workforce opportunities for employers (internships, hiring incentives, temp-to-hire)
  - Work Immersion
  - Back to Work RI
  - Jobs Initiatives

### **Meeting Schedule**

Chair Trueb announced the next Employer Committee meeting date: November 7, 2013

### **Adjournment**

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

**VOTE:** R. Nangle moved to approve, seconded by M. Grey. All were in favor. Motion passed.

The meeting was adjourned at 9:06 a.m.

Respectfully submitted,

Amelia Roberts