



Board of Directors Meeting

March 13, 2008

8:00 - 10:00 a.m.

**RI Department of Labor & Training
1511 Pontiac Avenue, Cranston, RI**

AGENDA

- | | |
|---|----------------------|
| 1. Welcome and Call to Order | J. MarcAurele |
| 2. Introductions | J. MarcAurele |
| 3. Approve Minutes of 2/21/08 | J. MarcAurele |
| 4. Chairman's Report | J. MarcAurele |
| 5. Director's Report | M. Koback |
| 6. Consent Agenda (Items 1-6) A board member may request that any item be removed from the consent agenda and moved to the regular agenda. | J. MarcAurele |
| 7. Committee Reports | Chairs |
| 8. Old / New Business | |
| 9. Adjournment | |

**NEXT MEETING – THURSDAY, APRIL 17, 2008
8:00- 10:00 a.m.**

MARCH 13, 2008 MEETING CONSENT AGENDA

(Detailed Information Follows as Appropriate)

Items 1- 6

Item 1: Approve WIA Consent Agenda

One Workforce Investment Notice listed for Program Year '07 was issued pursuant to policies regarding allocations of JDF funding to the local WIBs for the Industry Skills Development Initiative. A hyperlink to detailed information is provided on the following WIA Consent Agenda.

Item 2: Professional Services - Apprenticeship

Five responses were received from the RFP issued for professional services to assist in the restructuring of apprenticeships. The Strategic Investments Committee met on March 10th and approved the selection of Coffey Consulting LLC to provide consulting and planning services for the restructuring of RI's apprenticeship system. Based on the proposal submitted by the firm, the award will total \$58,000.

Item 3: Workforce Expansion Grant

At the March 10th meeting of the Strategic Investments Committee, members approved a \$33,000 award to Teknicote, Inc.

Item 4: Keynote Speaker – Annual Meeting

The Strategic Investments Committee approved an allocation of \$8,000 plus expenses for a keynote speaker for the Annual Meeting on June 26th.

Item 5: Industry Skill Initiative – Year II Funding

This initiative, as proposed and planned by the local WIBs, is a three effort. The WIBs have completed the RFP for the development and delivery of industry demand training that aligns efforts with youth, one-stops and adults. With an earlier than expected RFP release, the local WIBs expect the initiative to commence on July 1st. In order to meet this deadline, the Planning & Evaluation Committee met on March 5th and recommended that the Strategic Investments Committee approve the award of \$2,270,000 at their meeting on March 10th, which they did.

Item 6: Carl D. Perkins Career & Technical Education Five-Year Plan

At the Planning & Evaluation Committee meeting on March 5th, Johan Uvin presented the Department of Education's Five-Year Perkins Plan for Career & Technical Education. The plan incorporates changes required by the reauthorization of the Act. Consistent with state and federal requirements, the Plan must be endorsed by the Board. The Planning & Evaluation and Executive Committees recommend approval.

ITEM 1 – WIA CONSENT AGENDA

WIA POLICY ISSUANCES

Background: The US Department of Labor's Employment and Training Administration (USDOL, ETA) requires that the WIA Statute and Regulations be implemented by the issuance of State Policy by the Governor. USDOL, ETA, from time to time, issues changes in policy impacting the administration of the Workforce Investment Programs in Rhode Island. These issuances are called Training and Employment Guidance Letters (TEGLs) and require that changes in State policy be implemented to conform to changes in federal policy and communicated to the workforce development system. In addition, these communications now include policy issuances for initiatives funded by the Governor's Workforce Board's Job Development Fund when appropriate.

REFERENCES: [All WIA Policy Issuances 1999-2007](#)

New Workforce Investment Notices

| WIN NOTICE NO. | DATE | SUBJECT |
|-----------------------|---------|--|
| 07-13 | 2/22/08 | Industry Skill Development Initiative Allocations This issuance provides allocations to the local WIBs from the Job Development Fund for the implementation of the Industry Skill Initiative. |
| | | |

CONSIDERATION: The policies listed for PY '07 above were issued pursuant to federal and GWB policy as appropriate.

POSSIBLE ACTION: Review and approval of policy issuances.

**Governor's Workforce Board and the RI Department of Labor Training's RFP for Apprenticeship Consultant
SUMMARY OF TECHNICAL REVIEW SCORES**

| Proposer | Academy for Educational Development | Coffey Consulting | Rochelle J. Daniels, Esq. | Eileen M. Moser | WorkforceSource Partners Inc. | | |
|--|-------------------------------------|----------------------------|----------------------------|----------------------------|-------------------------------|----------------------|-------------------|
| 1. Contractor Understanding of the Issues | Point Value | Reader Scores | Mean Score | Reader Scores | Mean Score | Reader Scores | Mean Score |
| 0-15 | 12,10,12, 15,9,10,9 | 15, 14, 14, 12, 12, 12, 15 | 14, 12, 10, 9, 9, 10, 9 | 9, 7, 9, 8, 7, 9, 10 | 15, 14, 12, 12, 15, 10, 8 | | |
| TOTAL Mean Score | | 11.0 | 13.4 | 10.4 | 8.4 | 12.3 | |
| 2. Work Plan | Point Value | Reader Scores | Mean Score | Reader Scores | Mean Score | Reader Scores | Mean Score |
| 0-40 | 33,30,35, 25,25,20, 19 | 40, 39, 35, 35, 35, 25, 35 | 29, 20, 25, 20, 17, 20, 13 | 25, 30, 25, 25, 30, 15, 20 | 40, 35, 33, 35,40, 25, 30 | | |
| TOTAL Mean Score | | 26.7 | 34.9 | 20.6 | 24.3 | 34.0 | |
| 3. Quality of Key Personnel | Point Value | Reader Scores | Mean Score | Reader Scores | Mean Score | Reader Scores | Mean Score |
| 0-25 | 20,19,18, 25,20,15, 13 | 25, 25, 25, 25, 22, 25, 20 | 25, 25, 18, 19, 16, 10, 17 | 15, 12, 18, 10, 14, 8, 10 | 20, 21, 19, 15, 10, 20, 15 | | |
| TOTAL Mean Score | | 18.6 | 23.9 | 18.6 | 12.4 | 17.1 | |
| 4. Cost Proposal | Point Value | Reader Scores | Mean Score | Reader Scores | Mean Score | Reader Scores | Mean Score |
| 0-20 | 6, 11, 5, 5, 5, 10, 10 | 17, 16, 18, 15, 18, 20, 10 | 19, 15, 10, 10, 15, 15, 4 | 16, 14, 10, 16, 5, 20, 10 | 17, 8, 9, 10, 6, 10, 6 | | |
| TOTAL Mean Score | | 7.4 | 16.3 | 12.6 | 13.0 | 9.4 | |
| TOTAL PROPOSAL SCORE | | 63.7 | 88.5 | 62.2 | 58.1 | 72.8 | |

ITEM 2 – PROFESSIONAL SERVICES - APPRENTICESHIP

Reference on Coffey:

Jim Conley (202) 693-3812 – Team Leader, Office of Apprenticeship DC.
Conley.james@dol.gov (Spoke directly to Jim)

Worked heavily w/ Coffey regarding an evaluation study, continuous improvement study, on going support Admin re: Appren.program in DC. States Coffey is “Beyond reproach”, “no funny business w/ vouchers”, no extra charges or 15 minute charges, reports excellent, they’ve gone to several ACA (Advisory Committee on Apprenticeship) meetings and really “get it”. You will not be sorry if they are the chosen candidate.

Tom Hartnett (518) 465-5551 – ACA chair in NY (Spoke directly to Tom)

Very positive!!! Knowledgeable group! Thoughtful, balanced approach, great operation to work with! Very very good! I worked with them on an Apprenticeship program and the state of NY has worked with them regarding their App. program.

Tony Swoope (aswoope@msn.com) Received an email from Tony as he’s in Maui.

The Coffey Co are great to work with. I would give them an excellent recommendation.

References checked by:
Christine M. Grieco 2-15 & 2-18, 2008

ITEM 3 – WORKFORCE EXPANSION

Name of company: Teknicote, Cumberland, RI

Industry: Powder coating for consumer, industrial, automotive and medical markets

Employees to be trained: 90

Grant Request: \$33,000

EDC Staff Recommendation: \$33,000

Staff Comments: Award contingent on the signing of lease for new facility.

Background information:

As part of a two-stage initiative that will lead to increased employment, Teknicote Inc. has been looking for a new more efficient facility that has expansion options for the past two years. Recently a building in Cumberland became available that meets many of their needs. To maximize the benefits of the move and to reduce operating costs the company has a need to reengineer their workflow and train their employees in lean manufacturing principals prior to the relocation.

It is anticipated the company will add additional employees after the move as the operation becomes more efficient and the company becomes more able to compete in global markets.

ITEM 4 - ANNUAL MEETING KEYNOTE SPEAKER

The Board Development Committee has recommended a keynote speaker for the Annual Meeting on June 26th. The recommendation included the requirement to research individuals who are knowledgeable about the workforce, education and economic development systems. In addition, the individual selected should be able to speak to both the current and future challenges facing these three systems.

Several potential speakers have been researched both to their cost and availability. Speaker fees range from \$5,000 - \$50,000 plus expenses. Approval is required from state purchasing for a "single source" provider which eliminates the need to conduct a formal RFP and allows for a tailored procurement.

On March 10th, the Strategic Investments Committee approved allocating up to \$10,000 for this event.

ITEM 5 – YEAR II INDUSTRY SKILL DEVELOPMENT FUNDING

Rhode Island Industry Skill Development Initiative

January 17, 2008

- Endorsed and funded by the Governor's Workforce Board Rhode Island:
 - LWIBs to develop Request For Proposals (RFP) to carry out initiative goals;
 - Investment in One-Stop Career Center infrastructure.

March 4, 2008

- LWIBs develop RFP targeting Industry Sector Partnerships that:
 - Represent the state's high-growth, high-demand industry sectors, as identified by the GWBRI;
 - Have completed localized industry Skill Gap Studies;
 - Have the administrative capabilities and employer support necessary to design and successfully implement training programs and strategies to close identified skill gaps.

March 14, 2008

- With GWBRI commitment, the LWIBs will issue a joint RFP. Key components include:
 - Development & delivery of industry-driven training to align with targeted growth sectors;
 - Development of "Industry Greenhouses" to develop the state's future workforce; connect with STEM initiatives; coordinate with education; and align with on-going workforce and economic development strategies;
 - Establish Industry Sector-Based activities in Rhode Island's One-Stop Career Centers to ensure industry voice and participation in the workforce delivery system;
 - Develop career awareness productions to draw Ocean State youth and adults to careers in targeted growth industries and occupations.

July 1, 2008

- Industry Skill Development Initiative Contract Start Date:
 - Contract activities initiated for possible three-year period;
 - Leverages industry investment as a match to encourage commitment and involvement, particularly with on-going Youth Center activities;
 - Leverages federal WIA and state funds;
 - LWIBs provide the oversight and management of fiscal process;
 - Industry Partnerships develop and implement industry-aligned training for their incumbent, transitioning, and emerging workforces.

ITEM 6 – CARL D. PERKINS CAREER & TECHNICAL EDUCATION PLAN

March 2008

September 2006 marked the reauthorization of the Carl D. Perkins Career and Technical Education Act (Perkins IV). The purpose of the Act is to “develop more fully the academic, career’ and technical skills of secondary and postsecondary students who elect to enroll in CTE programs...”

Legislative changes include but are not limited to the following:

- The name of the Act is changed from the Carl D. Perkins Vocational and Technical Education Act of 1998 to the Carl D. Perkins Career and Technical Education Act of 2006.
- Previously limited to two-year postsecondary programs, Perkins legislation has been expanded to include baccalaureate degree, CTE programs of study as eligible recipients.
- Secondary and postsecondary eligible recipients must implement at least one program of study.
- The required uses of state and/or local funds are expanded to include programs of study and technical assistance.
- The permissive uses of state and/or local funds are expanded to include school counseling; teacher recruitment and training; career information dissemination focused on labor market information; etc.
- Negotiating and meeting accountability performance levels are required on state and local levels with sanction options for failed performance.
- Accountability data collection and reporting must include the results of an OVAE agreed upon technical skill attainment assessment.
- Tech Prep funds maybe merged into the Basic Grant provided secondary/postsecondary consortia continue to be supported.

The reauthorization requires all States to submit new plans for the implementation of the Act for the next six years. States were given the option of submitting a one-year transition plan due May 2007 followed by a five-year plan due April 2008 or a six-year plan due May 2007. Additionally, States were given the option of submitting stand-alone plans or a plan unified with Workforce Investment Act.

The Rhode Island Department of Education chose to submit a Transition Plan and due to uncertainties relating to federal Perkins-related guidance and the reauthorization status (still pending) of the Workforce Investment Act (WIA), the U. S. Department of Education - Office of Vocational and Adult Education (OVAE) strongly encourages states to submit stand-alone plans.; however, RIDE is interested in further exploring the option of a unified plan during the coming year noting that a unified plan is restricted to the postsecondary portion of the Perkins allocated funds and must first be approved by the Rhode Island General Assembly.

Perkins plans consist of a series of specific narrative, budgetary and negotiated performance data responses to targeted areas embedded in a guidance document provided by the Office of Vocational and Adult Education. Due to early federal uncertainty relating to the Perkins Act and the *actual* intent of the Perkins Act, the Transition Plan guidance allowed for several narrative and performance data responses in targeted areas to left unaddressed until 2008. In efforts to secure early feedback on the strategic plan for the implementation of the Carl D. Perkins Act, the Rhode Island Department of Education – Office of Middle and High School Reform responded to all required and most *not* required areas of the federal guidance document. Thus the guidance for submitting the Five-year Plan instructs states to strikeout language dropped from the Transition Plan and to underscore language new to the Five-Year Plan.

The Carl D. Perkins Career and Technical Education – Five-Year Plan (the Plan):

- Incorporates standards and improvement strategies for funding CTE programs that are designed to facilitate program improvement while ensuring program compliance with federal and state requirements.
- Embeds the Regent’s Requirement of High School Graduation and aligns with strategies and processes currently in place including Commissioner’s Review, NEASC and SALT while it focuses on strengthening RIDE’s CTE delivery system.
- Incorporates the CTE Delivery System Design recommendations commissioned by the House Finance Committee and endorsed by the Board of Regents for Elementary and Secondary Education.
- Addresses RIDE’s emerging design of a state program approval process for all CTE programs operating in all CTE schools and CTE centers, as well as in comprehensive high schools, and
- Initiates and builds on workforce relationships for relevance of programming, support to industry and sustainability of the economy.