

**GOVERNOR'S WORKFORCE BOARD RHODE ISLAND**  
**April 17, 2008 BOARD MEETING**  
**MINUTES**

**ATTENDANCE**

**BOARD MEMBERS (\*DENOTES ABSENT)**

Mario Bueno	William McGowan	Sandra Powell
Mia Caetano Johnson	Brandon Melton	Lorna Ricci*
Armeather Gibbs*	Sharon Moylan	Cathy Streker*
Saul Kaplan*	Robert Nangle	Martin Trueb*
Paul MacDonald*	George Nee*	Jack Warner
Joseph MarcAurele*	Robert Paniccia	

**GWB STAFF:** Michael Koback, Nancy Olson, David Francis

**GUESTS:** Susan Biagioni, Christine Grieco, Connie Parks, Michael Hogan, Johan Uvin, Linda Katz, Kathie Shields, Cheryl DaCosta, Lori Norris, Robert Ricci, Nick Ucci, Dottie Miller, Paul Harden, Malcolm Baxter, Jane Nugent, Maureen Palumbo, Robin Smith, Robert Kalaskowski

**LOCATION:** RI Department of Labor and Training (DLT), 1511 Pontiac Avenue, Cranston, RI

**Welcome and Call to Order**

With a quorum present, Vice Chair W. McGowan called the meeting to order at 8:10 a.m. and welcomed everyone to the meeting.

**3/13/08 MEETING MINUTES**

W. McGowan asked that a correction to the meeting minutes of March 13, 2008 be made noting that Armeather Gibbs was in attendance at that meeting. He asked for a motion to approve the Governor's Workforce Board meeting minutes with that correction.

**VOTE on motion to approve:** J. Warner moved to approve, seconded by B. Melton. All approved. Motion to vote passes.

**VOTE** to approve, 2008 Governor's Workforce Board March 13, 2008 meeting minutes. All approved. March 13, 2008 meeting minutes approved.

**VICE CHAIRMAN'S COMMENTS**

Vice Chair McGowan recognized the recent confirmation of Sandra Powell as Director of the Department of Labor & Training by the RI Senate. He reported she was confirmed before the Senate Labor Committee of which Senator Connors is the Chairman. Senator Ruggerio, the Majority Whip, as well as the entire committee had kind words to express about S. Powell. Vice Chair McGowan noted the important testimony on her behalf and that following the testimony, the confirmation was immediately transmitted to the full Senate, which is unprecedented. Vice Chair McGowan reported she was confirmed unanimously.

## **DIRECTOR'S REPORT**

### **Budget Update**

Vice Chair McGowan turned the meeting over to M. Koback for his report. M. Koback referred to the budget update contained in the meeting packet. He reported that the Strategic Investment committee reviewed the budget and that the balance is negative in terms of the funds obligated or contracted out. He explained that the negative balance of \$2,804,421 will most likely be funded from the FY '09 budget.

Vice Chair McGowan noted that generally it is not optimal to have a negative balance but that the view of the committee is to fund as much as we are able into the existing programs. This is a proactive measure to invest the funds into the community for workforce training and development purposes.

### **Annual Report**

M. Koback referred to the 2007 GWB Annual Report which is contained in the meeting packets. He noted this report is a legislative requirement for the GWB and was provided to the Governor's Office, the General Assembly and the Auditor General. He explained this is the first time a separate report has been produced that speaks of the accomplishments of the GWB. He acknowledged the good work of Laura Hart on this publication.

### **CONSENT AGENDA (ITEMS 1-2)**

Vice Chair McGowan referred the board members to the consent agenda reporting it contains 2 items including:

**Item 1: WIA Policy Issuance 07-15 Percentages for Adult and Youth Programs for PY 2008.** This issuance provides allocation percentages to the local WIBS for Adult and Youth Programs for PY 2008 from the Workforce Investment Act Fund.

**Item 2: Workforce Expansion**  
At the April 17, 2008 meeting of the Strategic Investments Committee, members voted to table this request pending additional information and defer approval to the board in consideration of the requested information. The information was received and the requested grant award remains at \$57,806 if approved.

Vice Chair McGowan asked for a motion to approve the WIA consent agenda items.

**VOTE on motion to approve:** B. Melton moved to approve, seconded by J. Warner.  
All approved. Motion to vote passes.

**VOTE** to approve Consent Agenda (Items 1-2). All approved. Consent Agenda approved.

### **STRATEGIC PLAN**

Vice Chair commended everyone for their work on the strategic plan and emphasized that it was an all inclusive process. He noted the importance of input from the GWB and indicated the plan is in draft form and open for comments and revisions.

M. Koback provided an introduction to the slide show noting it is the RI version of Shift Happens and identifies future challenges in the development of workforce, economic and educational goals. A handout of the slide show is available in the meeting packet. M. Koback mentioned that the work on the strategic plan is in progress and we are looking at the next steps. He

explained that the strategies are samples and will be developed as this process goes forward to the Workforce Cabinet.

J. Warner suggested that the objective regarding college prep needs to be more defined based on the standard of college readiness skills without remediation. S. Powell reiterated that these are sample strategies which will be developed and refined based on data collected within the workforce system. J. Uvin noted the importance of aligning the goals with the PK-16 model. He also suggested that the 4 year core graduation rate be used as a benchmark rather than the annual graduation rate.

B. Melton asked about the sectors of the economy that will encompass the focus groups. M. Koback indicated these groups will be made up of employers, labor, an adult group, a youth group and designees of the Workforce Cabinet for a total of 25-35 people.

M. Koback provided an overview of the timetable for the strategic plan. He noted that the resource mapping should be completed by September reporting that an initial task of sending surveys to private industries is complete. The data from the surveys collected will be analyzed to determine the investment of the private sector in workforce training and development. M. Koback noted that the planning groups will meet over the summer to work on the objectives and strategies. This plan will be presented to the Planning and Evaluation committee for approval, a public hearing will be held in August and the GWB will vote on the plan in September. He indicated that the unified workforce plan will be completed by April 2009.

W. McGowan emphasized that comments and suggestions from the board are important and should be incorporated into the plan. J. Uvin suggested that strengthening the private sector piece of the workgroup would be advantageous. It was suggested this can be done by utilizing the resources of the Industry Partnerships.

J. Warner noted his concern that there may be too much contained in this plan and that the board must be realistic about what can be accomplished each year. He commented that the GWB has successfully focused on a few initiatives specifically the youth programs and the adult education system, which are each tied to an investment strategy.

S. Powell stated that the strategic plan should not only focus on the investments that the board is making, but should focus on the board's ability to influence policy relative to RI's workforce development system.

D. Tremblay discussed topics relating to the state unified workforce development plan and the GWB strategic planning initiative. He noted that the unified plan focuses on building a strong collaboration of all of the state agencies that oversee workforce development programming with the goal of working toward the common vision that the GWB has set in the strategic plan. He explained the statutory obligation of the GWB to align both the resources and plans of all governmental agencies in the state. The strategic plan will set up the benchmarks for which to review conformity of the unified plan.

D. Tremblay outlined the planning process of unified plan noting that the Workforce cabinet will meet in May and receive the goals in draft form. A task force will be determined by the Directors of the Workforce Cabinet which will meet every two weeks through November working on the writing of the unified plan. D. Tremblay proposed that plan will be presented to the Workforce Cabinet in January of 2009 and then to the Planning and Evaluation committee.

A public hearing on the proposed draft of the unified plan will occur in February. Following this, the plan will be presented to the GWB in March and to the Governor in April for approval. The final step is submittal to the U.S. Department of Labor (USDOL).

### **Committee Reports**

Vice Chair McGowan asked if there were any committee reports. S. Moylan, Chair of the Board Development committee reported that work is ongoing for the annual meeting. She noted a change in the format and a plan to shorten the meeting portion and to include a think tank session facilitated by the speaker. This will be followed by a board briefing session. The speaker is a futurist who will be discussing how employers and employees should be viewing workforce development issues.

B. Melton reported for the Youth Development committee noting that more than 30 agencies have been selected for youth programs. He noted a significant increase in the number of youth served anticipating 3500 or more.

With no further business, Vice Chair McGowan asked for a motion to adjourn the meeting.

**VOTE on motion to approve:** B. Melton moved to approve, seconded by S. Moylan. All approved. Motion to adjourn passes.

**VOTE** to approve adjournment of Governor's Workforce Board meeting. All approved.

The meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Maureen F. Mooney