

GOVERNOR'S WORKFORCE BOARD RHODE ISLAND

BOARD MEETING MINUTES
September 18, 2014
RIDLT, Conference Room 73-1
8:00 – 9:30 am

ATTENDANCE

BOARD MEMBERS (*DENOTES NOT PRESENT)

Mario Bueno	John Gregory	Sharon Moylan (S)
Timothy Byrne	Clark Greene (S)	Robert Nangle(S)
Channavy Chhay*	Mike Grey	George Nee
Robin Coia	Juana Horton (S)	Jim Purcell*
Monica Dzialo	Constance A. Howes	Bahjat Shariff*
Charles J. Fogarty(S)*	Paul MacDonald	Martin Trueb
Deborah Gist(S)	Cheryl Merchant*	

(S) denotes State Workforce Investment Board (SWIB) only

GWB Staff: Rick Brooks, Amelia Roberts, Sherri Carello

DLT Staff: Sean Fontes, Sue Chomka, Lisa D'Agostino, Nancy Olson, Diane Gagne, Mike Healey, David Tremblay, Carlos Ribeiro

Guests: Lincoln D. Chafee, Governor; Cheryl Dacosta, Tech Collective; Malcolm Baxter, BIS; Ruth Gobeille, Polaris MEP; Holly Ashton, IYRS; Kim Chouinard, RIDE; Sandra Olivo Peterson, Stepping Up; Anne Walsh, WSPC; Meghan Nhar, CCAP; Sorrel Devine, Providence Housing Authority; Melissa Smith, New Horizons Adult Day Care; Carlos Pedro, SER-Jobs for Progress, Inc.; Hope Norton, Summer Youth Participant; Ann Marie DaSilva, Chronomatic, Inc.; Wendy Mackie, RIMTA; Claudia Staniszewski, LISC

Call to Order

Chair Howes called the meeting to order at 8:08 a.m. and welcomed everyone to the meeting. She asked members of the Board to introduce themselves and Governor Chafee to provide opening remarks. Governor Chafee discussed unemployment in Rhode Island, noting the rate is down 1.6 percentage points since the beginning of the year. He added the number of unemployed Rhode Islander's has decreased for 13 consecutive months and is at its lowest since May 2008. Governor Chafee highlighted that state revenues, including income tax, sales tax, lottery sales, etc. are finally back to where they were before the recession. Chair Howes thanked Governor Chafee for his support in the elimination of the 10% indirect cost recovery, providing the Board more resources to fund workforce development activities.

Meeting Minutes

Chair Howes asked if there was a motion to approve the minutes of the Governor's Workforce Board's meeting held on June 19, 2014.

VOTE: John Gregory moved to approve, seconded by George Nee. All were in favor, the motion passed unanimously.

Chair's Comments

Chair Howes announced the Board Retreat is scheduled for October 16, 2014 at Save the Bay in Providence. She noted representatives from the Board of Education, Commerce RI, RI Foundation have been invited to attend to provide feedback in the development of the FY16-17 Biennial Employment and Training Plan. Chair Howes highlighted the main topics of the Retreat, including a discussion on the investment of unobligated funds, which will be brought to the Strategic Investment Committee to make a formal funding recommendation to the full Board. Chair Howes announced the annual Board Training will take place on October 6, 2014 and would be beneficial for new and current Board members to attend. She noted some of the relevant topics include presentations on Roberts Rules, the Open Meetings Act, and Ethics Issues.

Executive Director's Report

Chair Howes asked Rick Brooks to provide an update on GWB Programs, Policy, and Partnerships. R. Brooks noted 64 unemployed adults and 41 college students have been served through the Work Immersion Program in the first quarter of FY2015, already exceeding the total unemployed adults served (60) in FY2014. He stated the increased visibility and interest in the program will ultimately result in greater participation of both unemployed adults and college students in FY2015. He reported 18 companies have applied and received Express Grants in FY2015, with a total of 229 individuals to be trained by those grants. R. Brooks added 70 companies are participating in the Annual Incumbent Worker Training Grant Program, 13 Innovative Partnerships are underway, and in addition to the two existing programs, a second RFP will be issued for Industry Partnerships to create a non-traditional apprenticeship program. He noted performance outcomes for FY2014 will be presented and discussed at the Board Retreat on October 16th. R. Brooks highlighted the planned staff and administrative integration in response to changes to the GWB Statute, including changes to the Board structure, reporting requirements, and new planning and policy responsibilities.

Committee Chair Reports

Executive Committee

Chair Howes reported at September 2, 2014 meeting, the committee discussed the committee assignments of new Board members and encouraged other Board members to join committees they are interested in. She noted Monica Dzialo has accepted the role as Chair of the Career Pathways Advisory Committee and the GWB By-Laws will be updated and voted on to reflect the changes to the new legislation. Chair Howes reported the Executive Committee will be used to review and vet statewide workforce development plans before their presentation to the full Board. Lastly, she noted an online survey will be distributed to all Board members to rate the performance of the GWB Executive Director. Chair Howes asked all Board members, including new members, to participate in the survey.

Employer Committee

Chair Howes asked Martin Trueb to provide an update on the Employer Committee. M. Trueb reported, at the last meeting, the committee discussed and planned the agenda for the next Employer Advisory Group meeting. He noted the discussion will be around diversity and will focus on the challenges and opportunities that exist in creating pathways from college to careers for diverse student populations. He noted the committee is working on finalizing an agenda and confirming the panel participants.

Youth Development Committee

Chair Howes asked Robin Coia to provide and update on the Youth Development Committee. R. Coia noted, after contract negotiations, Carlos Ribeiro and Anne Walsh reported a little over

1,300 youth will be served through the summer youth employment program. She noted exact numbers and outcomes will be presented to the Board once the program is complete. R. Coia stated \$600,000 in DHS funding for summer youth employment was withdrawn while the program was underway. She added alternate funding sources will need to be secured to cover the reallocated funds. R. Coia discussed the worker's rights awareness workshops offered to the summer youth participants through the Institute of Labor Studies, streamlining the performance reporting process of the two local WIBs, and changes to the common measures in accordance with the new Workforce Innovation and Opportunity Act.

Strategic Investments and Evaluation Committee

Chair Howes asked Mike Grey to provide an update on the Strategic Investments and Evaluation Committee. M. Grey reported the committee discussed the "wildcard" Industry Partnership RFP process, highlighting the presentations from the three proposals: Design, Composites, and Environmental. He noted the Composites proposal was the only "wildcard" industry that scored high enough to be funded, adding the vote to fund a new "wildcard" Industry Partnership was tabled to the next meeting. M. Grey announced the October meeting is cancelled, considering an investment discussion is planned for the upcoming Board Retreat.

Career Pathways Advisory Committee

Chair Howes asked Monica Dzialo to provide an overview of the first Career Pathways Advisory Committee meeting. M. Dzialo discussed the integration of the Career Pathways Taskforce and On-Ramps Career Pathways workgroup, highlighting the goal of developing a Career Pathway to address the needs of Rhode Island's workforce. She noted technical advisors will be facilitating the next meeting and sharing strategies from other states to help develop an effective Career Pathways System in Rhode Island.

Financial Update

Chair Howes asked Diane Gagne to provide a financial update of FY14 and FY15 JDF allocations and expenditures. Referring to the financial analysis spreadsheet, D. Gagne reviewed the total funding available for operations and grants for FY15, total program availability, and external contract expenditures. She noted a total of \$1,478,169 in unobligated funds is available for the Board to allocate to various workforce development activities and will be further discussed at the Board Retreat. D. Gagne noted estimates for the FY16 budget will be available at the Retreat.

Biennial Employment and Training Plan Update

Chair Howes introduced Tom West from Thomas P. Miller & Associates to provide an update on the FY16-17 Biennial Employment and Training Plan. T. West introduced Sara Tracey to review the project timeline. Referring to the project plan handout, S. Tracey highlighted the upcoming deadlines and milestones, including the employer survey, stakeholder focus groups, and distribution of preliminary recommendations. T. West discussed what Board members should expect from the Board Retreat Biennial Plan discussion and feedback session, noting a plan is only successful if the people responsible for implementing the plan are heavily involved in its development. Chair Howes asked if there were any surprising results from the employer survey. S. Tracey noted the majority of employers reported they did not have an issue with finding employees for entry level positions, but rather qualified candidates for the mid to high level positions where relevant work experience and technical skills are vital. T. West added the concerning issue is that 75% of the respondents said they do not use the public workforce system.

Summer Youth Presentations

Workforce Solutions of Providence/Cranston

Anne Walsh and Meghan Nhar (CCAP) brought attention to the violence witnessed and experienced by many of the youth served through the Youth Centers. Sorrel Devine, from the Providence Housing Authority, shared her experience working with CCAP Summer Youth Participant, Ty-shon Perry, who was tragically killed this past summer. Meghan Nhar expressed how much youth programs mean to participants who often feel unsafe in their communities. She noted Ty-shon's girlfriend, who became the sole provider for their 1 year old son, was placed in a work experience through CCAP at a daycare and recently accepted a part-time position. M. Nhar thanked the Board for their continued support, explaining the positive impact the program has on youth participants.

Workforce Partnership of Greater Rhode Island

Carlos Ribeiro provided an overview of the WPGRI Summer Program, noting 4,000 youth applied for 900 slots. He described examples of training provided to youth, including work readiness and soft skills training. Melissa Smith, Director of New Horizons Adult Day Care shared her experience working with Hope Norton, a Summer Youth Participant. M. Smith described the program structure, explaining that the youth are exposed to different occupations that can inspire them to find a career they enjoy. Hope Norton described the valuable experience she received through working in an adult day care facility and the training she received through SER-Jobs for Progress, Inc. Carlos Pedro, Deputy Director of SER-Jobs for Progress, Inc. explained the program design which includes 45 classroom hours dedicated to job search skills, financial literacy activities, resume writing, portfolio development, etc.

Adjournment

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

VOTE: Martin Trueb moved to approve, seconded by Sharon Moylan. All were in favor, the motion passed unanimously.

The meeting adjourned at 9:23 a.m.

Respectfully submitted,

Amelia-Anne Roberts