



**GOVERNOR'S WORKFORCE BOARD RHODE ISLAND**

**BOARD MEETING MINUTES  
April 16, 2015  
Coventry Regional Care  
8:00 – 9:30 am**

**ATTENDANCE**

**BOARD MEMBERS (\*DENOTES NOT PRESENT)**

Mario Bueno	Mike Grey	George Nee
Timothy Byrne	Constance A. Howes, Chair	Stefan Pryor, Vice Chair
Channavy Chhay*	Scott Jensen	Jim Purcell*
Robin Coia*	Steve Kitchin	Janet Raymond*
Monica Dzialo	Paul MacDonald	Bahjat Shariff*
Deborah Gist*	Cheryl Merchant	Martin Trueb*
John Gregory		

**GWB Staff:** Rick Brooks, Amelia Roberts, Sherri Carello, Dan Brown

**DLT Staff:** Sean Fontes, Nancy Olson, Lisa D'Agostino, Sue Chomka, Robert Kalaskowski

**Guests:** Suzanna Alba, Rhode Island College; Nina Pande, Federal Hill House; Susan Rittscher, Center for Women and Enterprise; Rachel Wilkinson, Leadership RI; Ruth Gobeille, Polaris MEP; Cheryl DaCosta, Tech Collective; Alyssa Davis, Passport to Practice Nurse Resident; Randi Belhumeur, Passport to Practice; Colleen Anderson, Bradley Hospital; Shana Bloom, Laura Carbone, Stepping Up; Malcolm Baxter, BIS; Philip Less, Steve Osborn, RIDE; Doug Tingle, OPC; Tim Harrigan, ProvPlan; Katuska Perez, Senate Policy Office; Jill Holloway, PDC; Jeanette Matrone, Michael Beauregard, RIAC; Heather Hudson, Governor's Office; Alexis Stern, UWRI; Anne Walsh, WSPC; Sandra Fournier, Seven Hills; Brittany Morrison, GWB Intern; Kristin Lehoullier, On-Ramps to Career Pathways

**Call to Order**

Chair Howes called the meeting to order at 7:59 a.m. and welcomed everyone to the meeting.

**Meeting Minutes**

Chair Howes asked if there was a motion to approve the minutes of the Governor's Workforce Board's meeting held on March 19, 2015.

**VOTE:** John Gregory moved to approve, seconded by George Nee. All were in favor, the motion passed unanimously. Steve Kitchin abstained from the vote.

**Strategic Investments and Evaluation Committee**

Chair Howes asked Mike Grey to provide an update on the Strategic Investments and Evaluation Committee. M. Grey stated at the last meeting, the committee discussed Real Jobs RI process and asked Scott Jensen to provide additional information. Referring to the handouts, S. Jensen described the major elements of the program as a policy platform including the development of a partnership plan that meets the need of specific sectors. He highlighted the importance of teamwork and identifying in-demand occupations and positions that need to be filled based on feedback from businesses. S. Jensen noted Real Jobs RI is primarily a platform that builds on existing partnerships to elevate them from participants in the state workforce system to drivers of it. He reported a planning grant solicitation will be released soon. Referring to the Consent Agenda budget handout, M. Grey discussed the changes to the FY16 budget that were voted on by the committee to support Real Jobs RI. He provided an overview of the rolling Incumbent Worker Training Grant process and reported the RFP for the Workforce Innovation

Grants (formerly Innovative Partnerships) has been released. M. Grey stated the program focus of the last Strategic meeting was Youth, in which the committee discussed expenditures and outcomes of the summer and year-round youth services. He reported youth internship bonuses currently offered through Incumbent Worker Training Grants, including Express Grants, will no longer be offered in FY16 based on feedback from businesses and the GWB staff. S. Jensen noted staff is working with the Department of Administration Purchasing department to develop a more responsive procurement process to address the changes to the Incumbent Worker Training Program.

### **Consent Agenda (Item #2)**

Chair Howes discussed the recommendation from the Strategic Investments Committee to reallocate FY16 funds to support the Real Jobs RI initiative. She noted the committee voted to reallocate \$500,000 in FY16 unallocated funds, \$400,000 in Youth Strategies funds, and to eliminate funding for Industry Partnership training in FY16 in order to allocate a total of \$1,300,000 to support Real Jobs RI. Chair Howes stated the vote was subject to further discussion and periodic updates to ensure the GWB and Real Jobs RI are working in alignment. She asked if there was a motion to approve the second Consent Agenda item to reallocate \$1.3 million in JDF funds to support Real Jobs RI.

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

### **Chair's Comments**

Chair Howes reported three new members have been added to the Board and orientation meetings are underway to introduce them to the workforce development system. She announced the Annual Meeting on May 21, 2015 will be held at the RI Convention Center and the theme will be "Working Together for a Better Rhode Island." Chair Howes noted the meeting agenda will feature a video and keynote speech from Fred Dedrick of the National Fund for Workforce Solutions, who will be discussing sector strategies. She added a panel discussion will follow the presentation and the Innovation Award will be awarded to the Manufacturing Industry Partnership (Polaris MEP and RIMA). R. Brooks described the many exemplary accomplishments of the MIP.

### **Executive Director's Report**

Chair Howes asked Rick Brooks to provide an update on GWB programs, policy, planning, and partnerships. R. Brooks noted the GWB has issued the Workforce Innovation Grant RFP a couple of weeks ago, in which a total of \$2.3 million was made available for this grant solicitation. He stated recommendations for funding will be brought to the Board in June. R. Brooks noted 36 Incumbent Worker Training Grants have just completed their grants and another 44 will be completing their grants on June 30, 2015. He stated the Work Immersion program has continued to thrive, with 193 college students, 174 unemployed adults and over 120 businesses who've offered work experiences so far in FY15. He added around 75 companies have received Express Grants in FY15. R. Brooks highlighted a recent meeting with The Workplace who work closely with long-term unemployed individuals to connect them with jobs. He noted the hope is to work with them in the near future by repurposing a federal grant to utilize their services and strategies.

In regards to Policy and Planning, four proposals have been received to procure consultant services to help develop the CSIP. He stated the Biennial Employment and Training Plan quarterly report is included in the packet that reflects the four priorities of the Plan. In terms of outreach, R. Brooks stated a Governor's Workforce Board Facebook page has recently been created. He discussed the Healthcare Convening that took place in partnership with Higher Education to discuss in-demand occupations in the healthcare industry and noted the manufacturing industry will be meeting next to discuss the same topic in regards to their sector. R. Brooks reported the Governor's Workforce Board has received \$5,000 grant from AT&T that will be utilized for youth or adult workforce development activities.

### **Committee Chair Reports**

#### *Employer Committee*

In Martin Trueb's absence, Chair Howes discussed the last Employer Advisory Group meeting panel discussion on youth employment opportunities. R. Brooks noted the meeting gave businesses a chance

to learn more about hosting internships and work experiences for youth and how they can be more involved in further developing the talent pipeline.

#### *Executive Committee*

Chair Howes noted at the last Executive Committee meeting, she announced Susan Rittscher will be the new Chair of the Adult Education and Literacy Committee. She stated the committee discussed the integration of the Governor's Workforce Board and State Workforce Investment Board staff, committee assignments, the Comprehensive System Improvement Plan, and WIOA implementation. Chair Howes noted, Dr. Philip Less presented to the committee on the major changes to the Extension of Rhode Island's Adult Education State Plan, in alignment with the implementation of WIOA.

#### **Consent Agenda (Item #1)**

Chair Howes asked if there was a motion to approve the 2015-2016 Extension of Rhode Island's Adult Education State plan under the Adult Education and Family Literacy Act. Revisions include new performance targets and plans for the implementation of the Workforce Innovation and Opportunity Act (WIOA).

**VOTE:** Paul MacDonald moved to approve, seconded by Cheryl Merchant. All were in favor, the motion passed unanimously.

#### **National Career Readiness Credential: Vetting and Validating with RI Businesses**

Chair Howes asked Kristin Lehoullier to present on the National Career Readiness Credential (NCRC). K. Lehoullier provided background information on the test, how job seekers can obtain the NCRC, the competencies assessed, talent assessment, and levels of certification. She highlighted how the credential is aligned with specific occupations and some of the connections to some industry certification pathways. She presented a video showing a specific employer's positive experience utilizing the credential to address their particular challenges of high turnover and finding the right person for a particular job. K. Lehoullier announced businesses will have an opportunity to participate in a trial that will allow them to take the test remotely to see firsthand how the test works and how it can be used in their hiring process. She presented some of the NCRC sample questions and asked Board members to take a few minutes to complete the questions. She asked Board members to contact the staff if they are interested in participating in the trial or if they would like representatives from their HR department to participate.

#### **Innovative Partnership Presentation – Passport to Practice (Stepping Up)**

Chair Howes asked Randi Belhumeur, Program Manager of Passport to Practice to provide an overview of the program. Referring to the Nurse Residency Participants handout, R. Belhumeur noted all of the participants have been placed in jobs. She discussed the program design, outreach efforts and asked Colleen Anderson and Alyssa Davis from Bradley Hospital to share their experiences with the program. C. Anderson described the comprehensive experience participants receive through the program that prepare them for an occupation in the healthcare industry. A. Davis described the hands-on experience she received participating in the program in comparison with her post-secondary education which consisted mainly of classroom time. She noted she heard about the program from a friend who had a positive experience participating in the program.

#### **Adjournment**

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

**VOTE:** Steve Kitchin moved to approve, seconded by Cheryl Merchant. All were in favor, the motion passed unanimously.

The meeting adjourned at 9:25 a.m.

Respectfully submitted,  
Amelia-Anne Roberts