

# *Workforce Partnership of Greater Rhode Island*

## Employee Investment Grant Review Sub-Committee

### October 29, 2004 Meeting Minutes

The Workforce partnership of Greater Rhode Island (WPGRI) Employee Investment Grant (EIG) Review Sub-Committee met on Friday October 29 at 8:00 AM in the fifth floor conference room of the RI Economic Development Corporation, One West Exchange Street, Providence. Committee members attending were; Paul Harden, Chairman, Ernie Vergano, Fred Pendlebury, Steve Wilson and Stacey Carter. Staff attending were Mike Salois and Dottie Miller. The following outlines company information, applicant requests and comments of discussions that took place in the review of each application and the votes to award or not award funds.

| Application   | Company Name  | Priorities/<br>Description  | Comments  | Funding Request | Funding Approved |
|---|---|---|---|-----------------|------------------|
| A016<br><input checked="" type="checkbox"/> Initial Application | National Chain<br><input checked="" type="checkbox"/> Manufacturing/<br>High Tech | <input type="checkbox"/> < 25<br>employs<br><input type="checkbox"/> unsch pay+<br><input type="checkbox"/> 1 <sup>st</sup> time app<br>_0_ Total | <b>Notes / Discussion:</b> Members noted the application needs more definitive outline of ISO activities. Quote states it includes “calibrations” and “set-up”. Grant funds can only be used for training activities. Question 160 hours – How many hours per activity per employee is allotted? Clarify quote “Apogy – Entech Shop?”.<br><b>Motion:</b> Moved by; P Harden Second by; F Pendlebury<br><input checked="" type="checkbox"/> Table (see comments below)<br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$7,500.00      | -0-              |

| Application   | Company Name  | Priorities/<br>Description   | Comments  | Funding Request | Funding Approved |
|---|---|--|---|-----------------|------------------|
| A017<br><input checked="" type="checkbox"/> Initial Application | Jewelry Concepts<br><input checked="" type="checkbox"/> Manufacturing/<br>High Tech | <input type="checkbox"/> < 25 emplo<br><input type="checkbox"/> unsch pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br>__1_ Total | <b>Notes / Discussion:</b> Training quote noted to include “set-up” training seems lengthy, WPGRI should require training logs for attendees. Is this new software?<br><b>Motion:</b> Moved by; P Harden Second by; F Pendlebury<br><input checked="" type="checkbox"/> Fund at _\$7500 Max_ <input checked="" type="checkbox"/> Fund with contingencies (see comments)<br><b>Comments:</b> Ensure grant only pays for training. require training logs, clarify upgrading of software system.<br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$7,500.00      | \$7500<br>max    |

| Application   | Company Name  | Priorities/<br>Description   | Comments  | Funding Request | Funding Approved |
|---|---|--|---|-----------------|------------------|
| A018<br><input checked="" type="checkbox"/> Initial Application | PGF, LLC<br><input checked="" type="checkbox"/> Manufacturing/<br>High Tech | <input checked="" type="checkbox"/> < 25<br>employs<br><input type="checkbox"/> unschd<br>pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br><input checked="" type="checkbox"/> Located EZ<br>__3_ Total | <b>Notes / Discussion:</b> Members note that training appears costly for stated need and number of employees involved. No competing quote.<br><b>Motion:</b> Moved by; P Harden Second by; E Vergano<br><input checked="" type="checkbox"/> Fund at __\$5000.00__ (see comments below)<br><b>Comments:</b> Limit funds based on # of employees and cost, available funds.<br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$10,000.0<br>0 | \$5000.00        |

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| Application   | Company Name   | Priorities/Description   | Comments   | Funding Request | Funding Approved |
|---|--|--|--|-----------------|------------------|
| A019<br><input checked="" type="checkbox"/> Initial Application | <b>Maxson Automatic Machinery</b><br><input checked="" type="checkbox"/> Manufacturing High Tech | <input type="checkbox"/> < 25 emplo<br><input type="checkbox"/> unschd pay+<br><input type="checkbox"/> 1 <sup>st</sup> time app<br><input type="checkbox"/> Located EZ<br>__0__ Total | <b>Notes / Discussion:</b> OJT format appears to include full weeks of employee time, not necessarily all training hours.<br><b>Motion:</b> Moved by; E Vergano Second by; F Pendlebury<br><input checked="" type="checkbox"/> Fund at __\$2000.00 Max__ (see comments below)<br><b>Comments:</b> Revise budget to include direct training contact hours only.<br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$9,356.50      | \$2000.00        |

| Application   | Company Name   | Priorities/Description   | Comments  | Funding Request | Funding Approved |
|---|--|--|---|-----------------|------------------|
| A020<br><input checked="" type="checkbox"/> Initial Application | <b>Metfab Technologies</b><br><input checked="" type="checkbox"/> Manufacturing/ High Tech | <input checked="" type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input type="checkbox"/> 1 <sup>st</sup> time app<br>__1__ Total | <b>Notes / Discussion:</b> need document of training cost from school.<br><b>Motion:</b> Moved by; E Vergano Second by; P Harden<br><input checked="" type="checkbox"/> Approve funding as requested.<br><br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$1,847.00      | \$1847.00        |

| Application   | Company Name  | Priorities/Description  | Comments  | Funding Request | Funding Approved |
|---|---|---|---|-----------------|------------------|
| A021<br><input checked="" type="checkbox"/> Initial Application | <b>Tedor Pharma</b><br><input checked="" type="checkbox"/> Manufacturing/ High Tech | <input checked="" type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br><input checked="" type="checkbox"/> Located EZ<br>__3__ Total | <b>Notes / Discussion:</b> Members ask company function; Pharmaceutical development. Note that number of training hours appears high.<br><b>Motion:</b> Moved by; P Harden Second by; S Carter<br><input checked="" type="checkbox"/> Approve funding as requested.<br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$2,832.50      | \$2,832.50       |

| Application   | Company Name  | Priorities/Description  | Comments   | Funding Request | Funding Approved |
|---|---|---|--|-----------------|------------------|
| A022<br><input checked="" type="checkbox"/> Initial Application | <b>Autocenter Chevrolet</b><br><input checked="" type="checkbox"/> Consortium | <input type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input type="checkbox"/> 1 <sup>st</sup> time app<br><input type="checkbox"/> WBE<br>__0__ Total | <b>Notes/ Discussion:</b> Five day training outline appears to include consulting time.. Need clarification of training activities.<br><b>Motion:</b> Moved by;S Carter, Second By; E Vergano<br><input checked="" type="checkbox"/> Table (see comments below)<br><b>Comments:</b> Negotiate consulting costs out of the budget, only include training activities. Of the 5 days, how many hours per employee? Is training staggetered?<br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$15,000.0<br>0 | -0-              |

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| Application   | Company Name  | Priorities/Description  | Comments   | Funding Request | Funding Approved  |
|---|---|---|--|-----------------|-------------------|
| A023<br><input checked="" type="checkbox"/> Initial Application | Lang Naturals<br><input checked="" type="checkbox"/> Service organization | <input checked="" type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br>_2_ Total | <b>Notes / Discussion:</b> Application needs employee names, and expanded info on training outline. Need description of training and participation.<br><b>Motion:</b> Moved by; P Harden Second by; E Vergano<br><input checked="" type="checkbox"/> Fund at _\$5500 Max___ (see comments below)<br><b>Comments:</b> Contingent of clarification of who is in what segment of training, more detail of training hours.<br><b>Vote:</b> _4_ In Favor, ___ Against, ___ Abstain: | \$5,500.00      | \$5,500.00<br>Max |

| Application   | Company Name  | Priorities/Description   | Comments   | Funding Request | Funding Approved |
|---|---|--|--|-----------------|------------------|
| A024<br><input checked="" type="checkbox"/> Initial Application | Westerly Community Credit Union<br><input checked="" type="checkbox"/> Service organization | <input type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br>_1_ Total | <b>Notes / Discussion:</b> Quote states "Installation" Identify training activities.<br><b>Motion:</b> Moved by; P Harden Second by; S carter<br><input checked="" type="checkbox"/> Table (see comments below)<br><b>Comments:</b> Clarify training activities. Get quote for training and list of employee participants.<br><b>Vote:</b> _4_ In Favor, ___ Against, ___ Abstain: | \$10,000.00     | -0-              |

| Application   | Company Name  | Priorities/Description   | Comments   | Funding Request | Funding Approved |
|---|---|--|--|-----------------|------------------|
| A025<br><input checked="" type="checkbox"/> Initial Application | Bio-Detek<br><input checked="" type="checkbox"/> Manufacturing/ High Tech | <input type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br>_1_ Total | <b>Notes / Discussion:</b> Clear application and course description.<br><b>Motion:</b> Moved by; P harden Second by; S Carter<br><input checked="" type="checkbox"/> Approve funding as requested.<br><b>Vote:</b> _4_ In Favor, ___ Against, ___ Abstain: | \$5,175.00      | \$5,175.00       |

| Application   | Company Name   | Priorities/Description   | Comments   | Funding Request | Funding Approved |
|---|--|--|--|-----------------|------------------|
| A026<br><input checked="" type="checkbox"/> Initial Application | American Canadian Caribbean Line<br><input checked="" type="checkbox"/> Service organization | <input type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br><input type="checkbox"/> WBE<br>_1_ Total | <b>Notes / Discussion:</b> Appears to be straightforward and clear training presentation.<br><b>Motion:</b> Moved by; E Vergano Second by; P Harden<br><input checked="" type="checkbox"/> Approve funding as requested.<br><b>Vote:</b> _4_ In Favor, ___ Against, ___ Abstain: | \$6,940.00      | \$6,940.00       |

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| Application   | Company Name   | Priorities/Description  | Comments   | Funding Request | Funding Approved |
|---|--|---|--|-----------------|------------------|
| A027<br><input checked="" type="checkbox"/> Initial Application | The Employer's Association<br><br><input checked="" type="checkbox"/> Non-Profit | <input checked="" type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br>_2_ Total | <b>Notes / Discussion:</b> Good application and presentation.<br><b>Motion:</b> Moved by; P Harden Second by; E Vergano<br><input checked="" type="checkbox"/> Approve funding as requested.<br><br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$900.00        | \$900.00         |

| Application   | Company Name  | Priorities/Description  | Comments  | Funding Request | Funding Approved |
|---|---|---|---|-----------------|------------------|
| A028<br><input checked="" type="checkbox"/> Initial Application | Peidmont Hawthorne Aviation<br><input checked="" type="checkbox"/> Service organization | <input checked="" type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input checked="" type="checkbox"/> 1 <sup>st</sup> time app<br>_2_ Total | <b>Notes / Discussion:</b> Members reviewed quote and determined the budgete and numbers appear to be miscalculated based on cost per person.<br><b>Motion:</b> Moved by; E Vergano Second by; F Pendlebury<br><input checked="" type="checkbox"/> Fund at _\$1700.00__<br><b>Vote:</b> _4_ In Favor, __ Against, __ Abstain: | \$2,100.00      | \$1700.00        |

| Application   | Company Name   | Priorities/Description   | Comments   | Funding Request | Funding Approved |
|---|--|--|--|-----------------|------------------|
| A029<br><input checked="" type="checkbox"/> Initial Application | MTTI<br><br><input checked="" type="checkbox"/> Service organization | <input checked="" type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input type="checkbox"/> 1 <sup>st</sup> time app<br>_1_ Total | <b>Notes / Discussion:</b> Good application, clearly presented.<br><b>Motion:</b> Moved by; P Harden Second by; S Carter<br><input checked="" type="checkbox"/> Approve funding as requested.<br>Vote: _4_ In Favor, __ Against, __ Abstain: | \$4,950.00      | \$4,950.00       |

| Application   | Company Name  | Priorities/Description  | Comments   | Funding Request | Funding Approved |
|---|---|---|--|-----------------|------------------|
| A030<br><input checked="" type="checkbox"/> Initial Application | Plastics Group of America<br><br><input checked="" type="checkbox"/> Service organization | <input type="checkbox"/> < 25 employs<br><input type="checkbox"/> unschd pay+<br><input type="checkbox"/> 1 <sup>st</sup> time app<br>_1_ Total | <b>Notes / Discussion:</b> Need clarification of training, and training outline detail.<br><b>Motion:</b> Moved by; P Harden Second by; S Wilson<br><input checked="" type="checkbox"/> Approve funding as requested.<br>Vote: _4_ In Favor, __ Against, __ Abstain: | \$600.00        | \$600.00         |

The meeting closed at 9:50 AM.