

**GOVERNOR'S WORKFORCE BOARD RI
EXECUTIVE COMMITTEE MEETING
APRIL 7, 2008**

MINUTES

Members Present: Joseph MarcAurele, Brandon Melton, William McGowan
Jack Warner, Sharon Moylan
Staff Present: J. Michael Koback, Maureen Mooney
Location: RI Department of Labor and Training, Conference room 73-2

With a quorum present, Chair MarcAurele called the meeting to order at 9:20 a.m.

A motion was entered to approve the minutes of the 3-10-08 Executive Committee meeting.

VOTE: B. McGowan moved to approve, seconded by B. Melton. All approved.

Strategic Planning Update

M. Koback reported that the Planning and Evaluation committee meeting is scheduled for April 8th and that committee members will receive a draft of the strategic plan for review by email this morning. He thanked Director Powell for offering the department's resources to assist in completing this work. He noted the hard work of the staff that assisted with the editing, formatting and design of the plan as well as identifying sample objectives. M. Koback noted that the plan is still in draft form and the steering committee and agencies will need to determine and define the objectives over each goal which will become part of the unified plan. Still needed are conducting the focus groups, holding public hearings, presenting to the Workforce Cabinet and writing the unified plan. M. Koback summarized the plan as providing a status report on the state's workforce development and education system. He noted the plan as being comprehensive and inclusive and addressing issues such as job creation and the framework utilizing O'Net zones as well as incorporating the Economic Development Corporation's (EDC) concerns over increasing the average wages. M. Koback indicated the work now continues with defining and building the strategies and determining the process to address the strategies and the response of the system.

B. Melton inquired how far out the plan goes. M. Koback responded through 2013. B. Melton asked about the next step as far as the review of the strategic plan. M. Koback indicated it will probably go to the full board next week.

Chair MarcAurele mentioned he will not be in attendance at the next board meeting but he suggested that the plan be distributed to members at next week's meeting. He indicated it should be emphasized that board members should spend some time reviewing the strategic plan. If the board is able to vote on this plan at the May meeting, that would be very timely. M. Koback indicated that it is possible that the Corporation for a Skilled Workforce (CSW) could present this to the board at the May meeting.

B. Melton suggested getting a copy of the plan to board members in advance of the meeting so there can be some discussion on the 17th. W. McGowan agreed it is important to have this plan to the members in advance. M. Koback indicated this is possible and could be sent out with agenda and meeting materials.

In response to an inquiry from B. Melton, M. Koback noted the intent of the plan is to look forward to 2013 and 2014 to benchmark what the data supports. As these benchmarked periods are reviewed, the plan will be adjusted based on what is working and what is not on an annual basis. M. Koback noted that the immediate challenge will be to develop a consistent way to measure the progress and performance goals of the plan.

J. Warner raised the question of future strategic actions the state of RI must be ready to take for capacity and system building. He noted we must prepare for this next phase of decline in the workforce precipitated by the retirement of the baby boomers. Specifically, he mentioned that in the math and science disciplines, there will be many baby boomer engineers retiring and that the concern is there will not be sufficient replacements in the workforce system. In the health care industry, the same may hold true and there could be a shortage of nurses, physicians, rehabilitation and respiratory workers as well as others. These are examples of occupations that could suffer if we do not have a mechanism in place to figure this out.

S. Moylan noted the importance of an implementation strategy. M. Koback agreed and noted that we can take the information known today from the LMI data and determine what we can do for change and to accomplish the objectives.

J. Warner suggested developing a few indicators that should be the focus of discussions going forward. We should determine where we are in relation to the plan and revise the strategy if necessary. He also suggested the strategies should be kept simple.

Legislative Affairs Committee

M. Koback mentioned the need to determine the status and composition of the proposed Legislative Affairs Committee to address the Job Development Fund (JDF) as well as other GWB and workforce issues.

W. McGowan mentioned he has been in contact with David Tremblay (DLT) about this committee but would defer to Chair MarcAurele on that decision. He mentioned that a meeting will be scheduled with S. Powell and himself with key leaders of the House Finance committee. He mentioned also that he thought the Legislative Day at the State House would be important.

Chair MarcAurele indicated that the legislative activities discussed might best be accomplished on an individual basis. This would allow an individual focus on leadership and education of the accomplishments of the GWB.

Annual Meeting

M. Koback reported that the speaker for the annual meeting has been approved. The speaker is Ed Barlow who is the President of *Creating the Future, Inc.* M. Koback mentioned that at Thursday's Board Development Committee meeting, members will be speaking with Ed Barlow on a conference call to discuss topics for the meeting. M. Koback reported that the Board Development Committee is working on a format that will include the breakfast meeting as well as a workshop and separate board meeting with Ed Barlow.

With no further business, the meeting was adjourned at 10:20 a.m.

A motion was entered to adjourn the meeting.

VOTE: B. McGowan moved to approve, seconded by B. Melton. All approved.

Respectfully submitted,

Maureen Mooney