

**GOVERNOR'S WORKFORCE BOARD RI
EXECUTIVE COMMITTEE MEETING
SEPTEMBER 7, 2011**

MINUTES

Committee Members Present: Connie Howes, William McGowan, Sharon Moylan, Brandon Melton

Committee Members Absent: Ray Di Pasquale

GWB Staff Present: Lisa D'Agostino, Nancy Olson, Maureen Mooney, Dan Brown

DLT Staff Present: Director Charles Fogarty, Sean Fontes, Diane Gagne, Bob Garofano

Others Present: Malcolm Baxter, United Way volunteer; Jill Holloway, Professional Development Center

Location: RI DLT, Conference room 73-2

Chair Howes called the meeting to order at 12:25 p.m.

A motion was entered to approve the minutes of the 2-7-11 Executive Committee meeting.

VOTE: S. Moylan moved to approve, seconded by W. McGowan. All approved.

FY11/FY12 Budget & Program Update

Chair Howes asked Director Charles Fogarty to provide an overview of the FY11/FY12 budget and program update. C. Fogarty stated that on the last days of the legislative session state general revenue funding was reduced at RIDE and replaced with money from the Job Development Fund (JDF). He reported that DLT/GWB and RIDE have been working towards a solution on this budget change since July. This involves a compromise on the \$2.3M funding adjustment which could be split between both departments. He noted that the intent of this action was to replace general revenue for RIDE. He reported that with the GWB approval in June of \$3.5M for adult education programs and with the appropriation of the \$2.3M from the JDF, that the total funding for RIDE would be \$5.8M.

C. Fogarty stated that this action taken by the legislature was based on a misunderstanding and he is hopeful a compromise will be reached. He noted that without any compromise only \$690,000 is available in FY12 to fund GWB initiatives. He mentioned some of the initiatives other than adult education that have been funded by the GWB in the past including incumbent worker training grants for businesses, youth center operating funds, and other leveraged grants. It was noted \$1.1M has been awarded to the Industry Partnerships for FY 2012.

The FY11/12 Budget & Program Update will be an agenda item for discussion at the September board meeting.

Board Orientation

Chair Howes asked Sean Fontes, DLT Executive Counsel, to discuss the upcoming board training which will be held at the RI Department of Labor & Training on Monday, September 26th. S. Fontes reviewed the meeting schedule noting that the training begins at 8:30 a.m. He mentioned key agenda items such as Robert's Rules of Order presented by DLT, Ethics presented by the RI Ethics Commission and a session on Open Meetings presented by the Attorney General's Office. He noted that these agenda items were of primary interest for GWB board members and highly recommended that board members attend. He stated that the latter part of the training included a presentation by DLT on Administrative Law and Procedure and would not necessarily apply for GWB members.

Lisa D'Agostino mentioned that the Board Development Committee has been discussing a board retreat which has been delayed awaiting new leadership both for the board and for the GWB staff.

Committee Assignments

Chair Howes noted the information on the GWB Committee assignments in the meeting packet and asked committee chairs to review current committee membership and to email her with any suggested recommendations or changes.

Committee Chair Reports

Adult Education and Literacy: Committee Chair Di Pasquale was unable to attend the meeting. No report was presented.

Board Development: Committee Chair Sharon Moylan stated that as reported by L. D'Agostino, the Board Development Committee will be planning a board retreat. She noted the committee will be meeting in the next few weeks.

Career Pathways System Task Force (CPSTF): Committee Chair Melton provided an overview of the progress of the task force and noted that the task force continues to work on creating a design of the system identifying key stakeholders and components. He noted that based on Labor Market Information (LMI) data that the committee will be looking at a demonstration project of one or more of the following industries including defense, hospitality, IT/BIO and healthcare. He indicated the committee will decide on one or two of these industries or occupations for this demonstration project. He noted the CPSTF planning committee has been meeting prior to each task force meeting and consists of staff from DLT, RIDE and higher education. He mentioned the collaboration and outstanding attendance of the task force members and the importance of business and industry engagement.

ESAC: Committee Chair William McGowan reported that the ESAC Committee has not met.

Planning and Evaluation Committee: Committee Chair William McGowan stated that the committee meeting scheduled for August was postponed and will meet at a later date. He provided an overview of the work of the committee specifically related to the State Strategic Workforce Plan.

Strategic Investments Committee: Chair Howes noted that the Strategic Investments Committee will meet in October.

Youth Development Committee: Committee Chair Melton stated that the committee would be meeting the next day at the Providence Youth Center. He acknowledged the impact of limited funding for youth programs and mentioned the planning of a youth summit to be held in the winter to try and identify alternate funding opportunities and leveraging of resources. He stated some of the invitees might include the RI Foundation, Providence Plan, members of the Local Workforce Investment Boards (LWIBs), business and industry.

Other Business

Chair Howe asked if there was any other business for the committee to discuss. C. Fogarty updated committee members on the hiring process for the GWB Executive Director. He stated that 57 applications were received and that 9 candidates will be interviewed. He indicated the Executive Director could be on board by the first week of November if not sooner.

Adjournment

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

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

The meeting was adjourned at 1:39 p.m.

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Respectfully submitted,

Maureen Mooney