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## GOVERNOR'S WORKFORCE BOARD RI EXECUTIVE COMMITTEE

### MEETING MINUTES JUNE 4, 2015

Committee Members Present: Constance Howes, Robin Coia, Mike Grey, Monica Dzialo, Susan Rittscher  
GWB Staff Present: Rick Brooks, David Tremblay, Pat Pelletier, Sherri Carello, Dan Brown,  
DLT Staff Present: Sean Fontes, Robert Kalaskowski  
Other Guests Present: Malcolm Baxter, BIS  
Location: RI DLT, Conference room 73-2

#### **Call to Order**

Chair Howes called the meeting to order at 8:05 a.m.

#### **Approval of Minutes**

Chair Howes asked for a motion to approve the minutes of the April 9, 2015 Executive Committee meeting.

**VOTE:** Mike Grey moved to approve, seconded by Robin Coia. All were in favor, the motion passed unanimously.

#### **GWB Planning and Policy Update**

##### *Comprehensive System Improvement Plan*

R. Brooks and D. Tremblay addressed the Committee about the various planning responsibilities under state and federal law. R. Brooks stated the goal is to minimize the repetition, duplication and number of meetings for the process and to come out with a single, clear consensus of what the workforce development system needs to do for the state. R. Brooks reported that the first of the planning responsibilities is the Comprehensive System Improvement Plan (CSIP) that the General Assembly tasked the Governor's Workforce Board with to lead and produce by November. R. Brooks reported that the Board solicited Public Works, Inc. a firm from Philadelphia who has done a lot of work in a number of states around the country, particularly for various governors' offices, on issues related to workforce development, economic development and education and stated that they bring a lot of expertise in these areas. R. Brooks noted that the Rhode Island Foundation contributed \$40,000 to the development of the plan and stated that their first deliverable is to map all of the services of the workforce development system, including a visual map, so system policy makers and others will know who the agencies are, where they are, and who they serve. R. Brooks stated that this will most likely be ready by the end of July.

D. Tremblay stated the three reform efforts to the public workforce system in Rhode Island, enactment of WIOA, the Unified Workforce Development Expenditure and Program Report (UEP) and CSIP, and the Administration's reform in the Real Job's Rhode Island platform are staggered and not aligned administratively. D. Tremblay noted that they are, however, aligned in their purpose – sector focused, employer centric and that driving the system is consistent throughout all of it.

In reference to the CSIP, D. Tremblay stated Daniela Glick from Public Works was onsite Monday and meetings were held with key stakeholders to ensure understanding of the various expectations. D. Tremblay reported that D. Glick met with representatives of the RI Foundation, RI Senate, Governor's staff and the Executive Committee. The next steps will be to outline the engagement of a wider array of stakeholders and focus groups. D. Tremblay stated that it is the expectation that this process will track the WIOA unified planning work.

#### *WIOA Update*

D. Tremblay noted that the Executive Committee has been identified as the working part and policy making responsibility of the Governor's Workforce Board which is also known as the State Workforce Board. D. Tremblay explained that the State Workforce Board plays a significant role under federal legislation. Under WIOA, many decisions have to be made at the State Workforce Board level. D. Tremblay called attention to the WIOA – Rhode Island Implementation handout and described the detail of each working group and how they will function in alignment with WIOA and the various plans.

D. Tremblay reviewed the following items that he and R. Brooks feel will be functional roles of the working groups and that the Executive Committee will be looking at:

- Coordinating and providing direction for state and local WIOA plan development (two Local areas; Workforce Solutions of Providence Cranston and Workforce Partnership of Greater Rhode Island). D. Tremblay also noted that WIOA requires states to address regional planning.
- Keeping tabs on work plans and timelines
- Communications, clearinghouse, web-pages, advisories, new policies
- Legislative changes

D. Tremblay stated that in July and August there is likely to be some rapid compliance work that will have to be done. D. Tremblay suggested that the Committee may have to meet every other week for the purpose of voting. R. Brooks recapped how the CSIP and WIOA brings together the technical pieces which are compliance oriented, the operational or delivery system piece which is how the system is going to function, and the larger policy vision piece which is what is attempting to be accomplished.

#### **Adjournment**

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

**VOTE:** Mike Grey moved to approve, seconded by Susan Rittscher. All were in favor, the motion passed unanimously.

The meeting was adjourned at 8:50 a.m.

Respectfully submitted,

Patricia Pelletier