

GOVERNOR'S WORKFORCE BOARD RI
BOARD DEVELOPMENT COMMITTEE
OCTOBER 3, 2011

MEETING MINUTES

Members Present: Sharon Moylan, Robert Nangle
Members Absent: Pheamo Witcher
Staff Present: Lisa D'Agostino, Nancy Olson, Laura Hart, Maureen Mooney
Location: RI Department of Labor & Training, Cranston, RI

Chair Moylan called the meeting to order at 8:30 a.m. and welcomed everyone.

A motion was entered to approve the minutes of the 4/29/11 Board Development Committee meeting.

VOTE: R. Nangle moved to approve, seconded by S. Moylan. All approved.

GWB 2011 Annual Meeting Review

Chair Moylan asked committee members and staff to review the handout listing the costs of the 2011 annual meeting. It was noted that the cost was less than the previous year and this was attributed to the rental fee being waived by the Crowne Plaza.

Board Resource Guide Review

Chair Moylan asked committee members to review the draft of the Board Resource Guide. She asked if there were any comments or additional topics that committee members would like to include. Several suggestions were offered such as labeling the tabs with the content material rather than section numbers, and providing a narrative for the chart depicting the Human Resource Investment Council (HRIC) and State Workforce Investment Board (SWIB) membership requirements. After a discussion, it was decided that committee members would take a copy of the Board Resource Guide with them for further review and let Maureen Mooney know of any further suggestions.

2012 Annual Meeting

Chair Moylan reported that she was asked by the Chair of the Youth Development Committee (Brandon Melton) to raise the possibility of highlighting youth services at the next annual meeting. L. Hart reviewed the themes of the last three annual meetings and noted that youth services were a component of each. Committee members were in agreement that the business, training and jobs should be an integral focus.

This led to topics of discussion for the GWB Board Retreat. Since the agenda for the retreat may drive the theme of the annual meeting, it was suggested that the theme for the annual meeting be put on hold until after the retreat. It was suggested that L. Hart start the procurement process for the videographer. It was decided that the 2012 annual meeting would be held in May as it was in 2011.

Board Member Retreat

Chair Moylan asked for suggestions on scheduling the board retreat. Considering the GWB meeting schedule, it was noted by N. Olson that December offered more scheduling flexibility particularly since there is not a December board meeting. Both R.

Nangle and S. Moylan indicated that a Wednesday or Thursday afternoon would be preferred. With this in mind, tentative dates were suggested:

Wednesday, November 30th
Thursday, December 1st
Wednesday, December 7th
Thursday, December 8th

M. Mooney was asked to contact Chair Howes on her availability. Once this is determined, it was suggested that Save the Bay be contacted.

A lengthy discussion followed on the specifics of the agenda to be presented at the retreat. R. Nangle raised a question to be considered at the retreat: Is the board on the right path for funding and supporting those initiatives that assist both business and the workforce? He indicated that the board should be presented with data and outcomes on the work of the board for the last five years for all sectors. He explained that this may prove to be helpful especially in this year of limited funding.

N. Olson indicated that she has some of this data. She stated she would look to guidance from the committee and from the board on further information to be gathered. She explained that a recent presentation to the Strategic Investments Committee includes data on de-obligation of funds, a break out of funding by initiatives (adult education, youth, leveraged grants, etc), and how the JDF assists business with training funds. Other suggestions from this discussion emerged and included:

- How a minimal amount of GWB funding for leveraged grants creates jobs and assists in obtaining additional funding.
- Determine a set of GWB standards at the board level to be put into place in contracts to be used for gathering data for reporting purposes. This is in addition to mandated federal and state reporting requirements.
- Institute a report for each GWB subcommittee in order to obtain data for reporting purposes.

L. D'Agostino stated that she has had discussion with Chair Howes on the GWB committees and on topics relating to the board retreat. She indicated the Chair may choose to attend the next Board Development Committee to assess the next step in setting the agenda for the retreat. It was stated that it may be necessary to have more than one retreat to discuss these topics and/or to designate a portion of each board meeting to continue the discussion from the retreat. Another option would be to designate a portion of the board meeting to continue board development.

Adjournment

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

VOTE: R. Nangle moved to approve, seconded by S. Moylan. All approved.

The meeting adjourned at 9:50 a.m.

Respectfully submitted,

Maureen Mooney