

**Governor's Workforce Board RI  
Career Pathways System Task Force (CPSTF)**

**May 10, 2012**

**Meeting Minutes**

Committee Members present: Brandon Melton, Chair, Charles Fogarty, Jill Holloway, Kevin McDevitt, Jeffrey Senese, Kathie Shields, Robin Smith

Committee Members not present: Marc Amato, Andrea Castaneda, Ray Di Pasquale, Deborah Gist, William McGowan, Michael Sabitoni, Keith Stokes, Bill Weedon

GWB Staff present: Rick Brooks, Maureen Mooney

DLT Staff present: David Tremblay

Others Present: Judy Jones, Economic Progress Institute; Tom Costello, Community College of RI; Carmen Ferguson and Jennifer Rossi-Stephens, United Way; Ann Walsh, Workforce Solutions of Providence/Cranston; Jennifer Carreiro, CCRI; Cheryl Tondreau, CCRI; Sharon Lee, RIDE; Jen Buck, RIMTA; Brian Alves, Maya Johnson and Deana Marzocchi, Johnson & Wales University; Kristin Lehoullier; Kathleen Kanevay, Family Resources of RI

**Call to Order**

Chair Melton called the meeting to order at 8:08 a.m. He welcomed everyone and provided an overview of the agenda.

**Minutes of Career Pathways System Task Force (CPSTF)**

Chair Melton asked for a review of the meeting minutes of the March 8, 2012 CPSTF meeting. He asked if there was a motion to approve the meeting minutes.

**Vote:** C. Fogarty motioned to approve the minutes of the 3/8/12 CPSTF meeting. K. Shields seconded the motion. The vote was unanimous; the motion passed.

**Career Pathways System: Graphic Representation**

Chair Melton asked Brian Alves to provide an overview of the work being done on the graphic representation for the Career Pathways system. B. Alves is a professor of Computer Graphics and New Media at Johnson & Wales University. He noted the work of faculty member Deana Marzocchi of the Feinstein Center for Technology and Design with the students on this project. B. Alves thanked B. Melton, Dr. Jeffrey Senese, T. Costello and R. Brooks for the collaboration with the students in providing an understanding of the career pathways depicted in the graphic.

B. Alves introduced Maya Johnson, one of the two students who worked on this project. He indicated that Alex Moser, the other student was not present due to illness. Maya reviewed the components of the graphic and highlighted the 3 major entry points. She mentioned the various levels of education, training and funding resources, secondary resources and obstacles to overcome to receive the appropriate training and/or education.

Chair Melton asked for feedback from the committee asking if all the elements were in place. R. Smith suggested it would be helpful to employers to be more specific on the funding sources available for training. She mentioned the Eligible Training Provider List (ETPL), Trade

Adjustment assistance and employment, and training and placement services through the Workforce Investment Act (WIA) for veterans.

A suggestion was made to simplify the information targeting 18-20 year olds and to provide contact information for the Department of Labor & Training (DLT) and for the RI Department of Education (RIDE).

Jill Holloway spoke about the adult literacy web portal the goal of which is to improve the workforce capacity of those enrolled in adult education programs. She noted that the website Way to Go RI currently exists and emphasized the importance of the separate systems being accessible to each other.

Kathie Shields noted the importance of linking the graphic representation to other resources, of being interactive and dynamic and easily navigated. Chair Melton suggested the graphic representation be populated with examples.

It was noted that creating links to the graphic representation to websites and other database structures was a vast undertaking. It was suggested that any ideas or modifications to the graphic representation could possibly be undertaken in the fall by Johnson & Wales students. This project could be headed by Brian Alves and Deana Marzocchi.

### ***Industry Work Groups***

Chair Melton asked T. Costello to provide an update on the Industry Work Groups. T. Costello referred to the handout entitled "Six Key Elements" and explained the guiding principles behind the work of the Career Pathways System Task Force and a timeline of the work completed and in progress. He connected the work of the task force with the work of the Industry Partnerships. He highlighted the IT and Healthcare demonstration projects and noted the expansion of career pathways to all industry sectors. R. Brooks stated that the Industry Partners present the best framework for career pathways as it is an integral part of their work. The Industry Partners have identified the pathways in their industry, gaps in the training and the need for support services. He emphasized that all 7 of the Industry Partners have connected with work of the Career Pathways Systems Task Force.

### **Related Initiatives**

#### ***RIDE CP Initiatives***

Chair Melton asked Sharon Lee to provide an update on the RI Department of Education (RIDE) career pathways initiatives. S. Lee stated that she would like secondary education to be included in the graphic representation for career pathways. Chair Melton stated that some work in this area was previously gathered by a Business Engagement Committee and that he could provide the materials to Sharon for work currently ongoing with work readiness credentials.

S. Lee reviewed RIDE's pathways initiatives including a policy framework, FY13 strategic goals that promote college and career success, regulatory mandates, implementation work, and work readiness certification.

#### ***CCRI PACE Grant***

Chair Melton asked Robin Smith to provide an overview of the PACE grant. She explained it is a U.S. Department of Labor grant awarded to the Community College of Rhode Island (CCRI) to develop industry-recognized credentials training to move Rhode Island's unemployed and dislocated workers back into the work force. PACE activities will include collaborations with the R.I. Department of Labor and Training, community-based agencies, employers including industry partners and other state/local agencies. R. Smith noted that the two career pathways offered through the CCRI PACE grant are health care or information technology.

R. Smith introduced Jennifer Carreiro and Cheryl Tondreau, PACE curriculum coordinators at CCRI. J. Carreiro provided a hand-out and explained the career and education ladder through Associate degrees for the Healthcare (patient care and non-patient care) career pathway. Cheryl Tondreau provided a hand-out and explained the career and education ladder for bachelor and masters degrees for the Information Technology career pathway.

### **Sustainability of Career Pathways System**

Chair Melton asked task force members for feedback on the sustainability of the Career Pathways System. He provided an overview of the work to be accomplished in the 18-24 month time frame. He suggested the graphic could be represented in a web based portal which could be expanded to industry and occupations. He noted the CPSTF planning group will be discussing sustainability at their next meeting. He indicated questions should be asked such as where should the CPSTF reside? Who should own it? Should it be a shared function? How are the roles defined? What are the resource requirements going forward? Where does the work permanently reside?

### **Key Next Steps**

Chair Melton suggested that next steps for the work of the CPSTF could include discussion and determination of the alignment of work and to populate the graphic with examples of industry or occupations.

### **Adjournment**

With no further business, Chair Melton asked if there was a motion to adjourn the meeting.

**Vote:** J. Holloway motioned to adjourn the meeting. K. Shields seconded the motion. The vote was unanimous; the motion passed.

The meeting was adjourned at 10:10 a.m.