

**Governor's Workforce Board RI**  
**Strategic Investments and Evaluation Committee Meeting**  
**October 2, 2012**

**Meeting Minutes**

Committee Members present: William McGowan, Mario Bueno, Constance Howes, Martin Trueb, George Nee

Committee Members Absent: Brandon Melton

GWB Board Members present: Robin Coia

GWB Staff present: Rick Brooks, Nancy Olson, Elizabeth Jardine, Dan Brown, Sherri Carello, Maureen Mooney

DLT Staff present: Sean Fontes, Diane Gagne, David Tremblay, Sue Chomka, Diane Vendetti, Carlos Ribeiro

Others Present: Cheryl DaCosta, Tech Collective; Judy Jones, Economic Progress Institute; Philip Less, RIDE, Malcolm Baxter, BIS

**Call to Order**

Chair McGowan called the meeting to order at 8:32 a.m. and welcomed everyone to the meeting.

**Minutes**

Chair McGowan asked for a review of the meeting minutes of the August 7, 2012 Strategic Investments & Evaluation Committee meeting. He asked if there was a motion to approve the meeting minutes.

**VOTE:** C. Howes moved to approve, seconded by M. Trueb. All were in favor, the motion passed.

**Budget Update**

Chair McGowan asked Diane Gagne, DLT Business Affairs, to provide the budget update. D. Gagne reviewed the financial analysis for the close of FY12 and the projections for FY13.

**Incumbent Worker Training Express Grants**

Chair McGowan asked Rick Brooks to provide information on the Incumbent Worker Training (IWT) Express Grants. R. Brooks explained that the Express Grants were a way to expedite training funds to the employers. He mentioned for the recently awarded IWT Grants, employers were made aware of the grant program through advertisements in the Providence Business News (PBN) and a GWB e-newsletter sent through Constant Contact. C. Howes asked about the process for advertising the Express Grants to the employers and encouraged outreach to those employers who are not currently connected through the GWB. It was also suggested that the Chambers of Commerce could be utilized to inform employers of the IWT Express Grants when they become available.

**Summer Youth Funding FY2014**

Chair McGowan asked Rick Brooks to speak about the summer youth funding process for FY2014. R. Brooks indicated that this item was placed on the agenda for discussion purposes only and that any vote would occur in the future. He mentioned that at the last GWB Youth Development Committee meeting, it was mentioned by the Youth Managers of the Workforce Partnership of Greater RI (WPGRI) and Workforce Solutions of Providence/Cranston (WSPC) that it would be helpful to know in advance of funding commitments for the summer 2013 (FY14) youth programs. He explained that a rapid turn around is needed when funds are committed later in the fiscal year. R. Brooks noted a suggestion was made to combine the funding

requests for the youth centers and for the summer youth employment programs and that any funding requests come before the board in the fall. C. Howes noted that the board is working through the process of prioritizing funds which will be discussed at the October 3<sup>rd</sup> board retreat.

### **Jobs Initiative Update**

Chair McGowan asked Rick Brooks to provide an update on the FY13 GWB Jobs Initiative. R. Brooks stated that the board had allocated \$1M to continue the Jobs Initiative this fiscal year. He spoke of the pilots launched by Tech Collective, Electric Boat, Stepping Up and the Hospitality Association of RI in FY12. He mentioned a couple of the funding possibilities that the board might be interested in discussing such as expanding the pilots or providing targeted On the Job Training (OJT) noting that OJTs could be handled through the Local Workforce Investment Boards (LWIBs). It was stated that OJTs could extend up to 6 months with a \$9000 cap. C. Howes mentioned targeting the OJTs toward a specific population or specific type of employer or sector. It was noted that the Biennial Plan provides an analysis of the labor market, spending by state agencies, and a resulting gap analysis. C. Howes noted that the plan would assist in the development of a strategic focus which is of critical importance.

### **Adult Education/Professional Development Center(PDC)**

Chair McGowan asked Rick Brooks to speak about the Adult Education Professional Development Center, who noted that this is a discussion item which does not require a vote. He spoke of the \$2.95M in restored JDF funds from the previous fiscal year and explained a change related to the funding of the PDC.

Chair McGowan asked Philip Less of the RIDE to provide further information about the PDC. P. Less explained that the PDC offers training and professional development for programs and staff in the RI Adult Education System and that there are no fees charged for the courses. He spoke of professional development hours required by teachers in the adult education system which is currently 25 hours and that the hours increase to 50 next year, which makes the work of the PDC even more valuable. P. Less state that they could not use general revenue funds for the PDC so they wanted the board to be aware they work using JDF funds. This does not impact any of the funded adult education programs.

### **Workforce Investment Notice: 12-01**

Chair McGowan asked David Tremblay of the State Workforce Investment Office (SWIO) to discuss WIN 12-01. D. Tremblay explained that the purpose of the WIN is to transmit the PY2012/FY2013 split for Adult and Dislocated Worker Programs.

Chair McGowan asked if there was a motion to approve WIN 12-01.

VOTE: C. Howes moved to approve, seconded by M. Trueb. All were in favor, the motion passed.

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

VOTE: C. Howes moved to approve, seconded by M. Trueb. All were in favor, the motion passed.

The meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Maureen Mooney