

**Governor's Workforce Board RI**  
**Strategic Investments and Evaluation Committee Meeting**  
**December 4, 2012**

**Meeting Minutes**

Committee Members present:	William McGowan, Constance Howes, Brandon Melton Mario Bueno
Committee Members Absent:	George Nee, Martin Trueb
GWB Board Members present:	Robin Coia
GWB Staff present:	Rick Brooks, Nancy Olson, Elizabeth Jardine, Dan Brown, Sherri Carello, Maureen Mooney
DLT Staff present:	Mary Ellen McQueeney, Diane Gagne, Paul Genovesi
Others Present:	Malcolm Baxter, BIS, Linda Katz, Economic Progress Institute

**Call to Order**

Chair McGowan called the meeting to order at 9:02 a.m. and welcomed everyone to the meeting.

**Minutes**

Chair McGowan asked for a review of the meeting minutes of the October 2, 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 B. Melton. All were in favor, the motion passed.

**Innovative Partnership Grants**

Chair McGowan asked Rick Brooks to provide information on Innovative Partnership Grants. R. Brooks reported that the Request for Proposals (RFP) will be released on December 11, 2012 and that the bidder's conference will be held on December 17, 2012. He noted that the board approved the funding in this budget category in May of 2012. He explained that the RFP will support innovative partnerships between (a) one or more employer, employer organization, or labor-management organization; and (b) one or more training & education provider to address the workforce needs of Rhode Island employers. He stated that it will also increase the employability of students, out-of-school youth, and unemployed adults.

R. Brooks asked the committee if underemployed adults should be included in the RFP along with unemployed adults. After discussion it was noted that it is appropriate and necessary to target both. C. Howes stated that if the GWB receives more applications that there is funding for, it will show justification for future funds.

R. Brooks asked for feedback from committee members on any specific criteria they feel should be included in the RFP. N. Olson noted the importance of setting the criteria in the RFP so that the process is valid. She explained that the GWB has delegated authority and must act in accordance with RI General Law to ensure the integrity of the purchasing process for grants and contracts.

After discussion it was suggested the following considerations be included in the criteria of the RFP:

- the establishment of a minimum threshold
- diversifying funds into multiple high growth/high demand industries and occupations
- include representation of at least three different sectors

### **Unified Workforce Development Expenditure & Program Report Update**

Chair McGowan asked Nancy Olson to provide an update on the Unified Workforce Development Expenditure & Program Report. N. Olson indicated this is the third year the report is being prepared. She noted that Elizabeth Jardine has the primary oversight of the submission of the report and that other staff assisting with the report include herself, Sherri Carello of GWB and Paul Genovesi of the State Workforce Investment Office (SWIO). N. Olson reported that the data for the report is currently being updated and that the report will be submitted before the end of the calendar year.

### **Internship Meeting**

Chair McGowan asked Rick Brooks to report on a recent meeting held to discuss internship programs. R. Brooks reported on the meeting held last week and noted attendance by members of Year Up, the Met School, Association of Independent Colleges & Universities of RI (AICU RI), Campus Compact, the Tech Collective, Stepping Up, and the State Internship Office. He stated that the goal of the meeting was to provide awareness on the value of internships, how to promote them and how to recruit employers. There was also discussion about funding collaborations and the best use of funding for internships.

Chair McGowan requested updates on the budget and on the Workforce Innovation Grant be presented at the January Strategic Investments & Evaluation Committee meeting.

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

VOTE: B. Melton moved to approve, seconded by M. Bueno. All were in favor, the motion passed.

The meeting was adjourned at 10:03 a.m.

Respectfully submitted,

Maureen Mooney