

Governor's Workforce Board
Strategic Investments and Evaluation Committee Meeting
April 3, 2013

Meeting Minutes

Committee Members present: William McGowan, Constance Howes, Brandon Melton, George Nee, Mario Bueno, Martin Trueb, Mike Grey

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

DLT Staff present: Lisa D'Agostino, Sean Fontes, Diane Gagne, Paul Genovesi, David Tremblay, Nancy Olson

Others Present: Malcolm Baxter, BIS; Joann Johnson, Tech Collective

Call to Order

Chair McGowan called the meeting to order at 8:30 a.m. and welcomed everyone to the meeting. He provided an overview of the agenda.

Minutes

Chair McGowan asked for a review of the meeting minutes of the March 13, 2013 Strategic Investments & Evaluation Committee meeting. He asked if there was a motion to approve the meeting minutes.

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

Recommendations for FY2014 Incumbent Worker Training Grants (Annual and Express)

Chair McGowan stated that the RFP for the FY2014 Incumbent Worker Training Grants (IWTG) will be released next week. He indicated that a list of recommendations have been developed for the committee to review, noting that any changes to the RFP process would be included in the RFP. R. Brooks stated that GWB staff reviewed both grant programs, noted some inconsistencies and offered a few recommendations for the upcoming RFP.

Recommendations

(1) R. Brooks noted that the annual grants now have a minimum funding amount of \$5000 due to the maximum limit of the express grants which is also \$5000.

(2) It was discussed and decided that the five bonus points for high-wage sectors in the Annual Grants will be eliminated.

(3) It was discussed and decided that the pay for the cost of in-house trainer wages in both the Annual Grants and Express Grants would be allowed.

(4) There was an in-depth discussion of the youth bonus funding designated for the 2013 school-year internships or 2014 summer youth employment program. The key point raised by Martin Trueb was one of transparency. He acknowledged that internships are an important opportunity but noted his concern that the funding is allocated for incumbent worker training. He suggested that a better option would be to allocate the \$100,000 in youth bonus funding to the already designated budget allocations for youth programs. R. Brooks stated that the FY2014 funding was allocated at the March board meeting. He indicated that this would require a new vote for revised funding allocations. L. D'Agostino suggested an option of targeting other populations such as minorities, women or veterans to upgrade and advance current worker's skills. Chair McGowan suggested that this year's funding allocations be left as is and to consider M. Trueb's suggestion about transparency for next year. There was significant agreement with the suggestion of the Chair.

Sean Fontes advised committee members that any changes that involved the FY14 funding allocations be incorporated into any of the public documents such as the upcoming RFP.

(5) Eligibility for funding guidelines were discussed. It was agreed upon that the receipt of one grant does not affect eligibility for the other grant.

(6) It was agreed upon that all grant recipients be registered with the Business Workforce Center.

(7) It was agreed upon to revise outcome and reporting requirements to correspond with GWB priorities.

2013 Incumbent Worker Training Grant Program Timeline

Chair McGowan asked committee members to review the timeline for the 2013 Incumbent Worker Training Grant Program available in the meeting packet. He asked if there were any questions or concerns. George Nee suggested expanding advertising to include the minority community. The Providence en Espanol was suggested.

GWB Innovations Award Recommendations

Chair McGowan asked committee members to review the recommendations for the GWB Innovation Awards. Sean Fontes asked if there were any conflicts of interest for committee members with any of the nominees. George Nee disclosed he is on the advisory board for Building Futures. There was a discussion of the nominees which included Electric Boat, Tunstall/ AMAC, Building Futures, and Hire Image.

A motion was made to nominate Building Futures for the GWB Innovations Award.

VOTE: M Bueno moved to approve, seconded by B. Melton. All were in favor, the motion passed. George Nee abstained from the vote due to his affiliation with Building Futures.

Biennial Plan Report Card

Chair McGowan asked Elizabeth Jardine to report on the Biennial Plan report card. E. Jardine provided an overview of the goals of the Biennial Plan, and discussed measurement and reporting criteria, sample data and presented the quarterly score card. She reviewed the components of the scorecard and asked for feedback and suggestions.

B. Melton suggested looking at national scorecards for comparison with the statewide data. M. Grey suggested collecting data on a few key measures across the New England states for comparison purposes. He suggested this information be made available before the board retreat. C. Howes noted that the scorecard tracks both micro and macro data and provided examples of each. She commented that the board might want to see outcomes and measures for each grantee. On the macro side, she mentioned the Biennial Plan and suggested we use standard measurements for this data as well. C. Howes reported, from her experience as Chair of Innovation Providence Implementation Committee (IPEC), on their use of an economic development scorecard. She explained this scorecard provides 5 measures on how the State is doing and that it provides benchmarks.

E. Jardine noted that the Unified Workforce Development Expenditure and Program Report (UEP) is produced on an annual basis. She asked for feedback on creating a quarterly UEP report based on discussion from the committee. It was suggested that it might be difficult to obtain the information from all of the State partners on a quarterly basis. L. D'Agostino explained that the board is empowered to require State partners to report on a quarterly basis based on statute. M. Trueb emphasized the importance of providing feedback on the reporting information back to the State partners.

Regarding the format of the quarterly scorecard, B. Melton suggested breaking out the 4 goals of the Biennial Plan specifically separating work readiness and career pathways into separate categories. It was noted that the outcomes listed under the Statewide Related Progress section are relevant to the GWB Investment section and should be considered in

that portion of the scorecard. There were questions and further discussion about the Quarter II and Quarter III data. E. Jardine explained that the numbers might not be entirely valid due to the timing of the information. It was agreed there would be further discussion on the statewide data collected.

Workforce Investment Notices

Chair McGowan asked David Tremblay to present the Workforce Investment Notices. Chair McGowan indicated there would be one vote on 5 WINs,

Workforce Investment Notice: 12-03 Workforce Innovation Fund Grant Allocations: Oversight and reporting requirements

This issuance will provide Local Areas with Workforce Innovation Fund Grant Allocations. This policy also details oversight and reporting requirements.

Workforce Investment Notice: 12-04 PY2011 Data Element Validation

To issue policy and procedures regarding the State's PY 2011 data element validation process.

Workforce Investment Notice: 12-05 Program Year 2012 Performance Measures Established

To provide notification of the negotiated Workforce Investment Act (WIA) performance measures for Program Year (PY) 2012.

Workforce Investment Notice: 12-06 Local Planning Guidance

The purpose of this WIN is to formalize the interim guidance previously issued to local areas regarding the submission of their Workforce Investment (WIA) local plans.

Workforce Investment Notice: 12-06 Change 1 Local Planning Guidance

The purpose of this WIN is to correct the date by which Local Plans must be submitted to the State Workforce Investment Office.

Chair McGowan asked if there was a motion to approve the WINs as presented.

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

Chair McGowan asked if there was a motion to adjourn.

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

The meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Maureen Mooney