

**Governor's Workforce Board
Strategic Investments and Evaluation Committee Meeting
November 6, 2013**

Meeting Minutes

Committee Members Present: Mike Grey, Chair, Constance Howes, Mario Bueno, George Nee
Committee Members Absent: Martin Trueb, Cheryl Merchant
GWB Board Members Present: Charles Fogarty
GWB Staff Present: Rick Brooks, Elizabeth Jardine, Dan Brown, Sherri Carello, Amelia Roberts, Hillary Feeney
DLT Staff Present: Lisa D'Agostino, David Tremblay, Diane Gagne, Laura Hart, Sue Chomka, Nancy Olson,
Others Present: Malcolm Baxter, BIS; Irena Nedeljkovic, EPI; JoAnn Johnson, Tech Collective; Mike Ryley, PBN

Call to Order

Chair Grey called the meeting to order at 8:34 a.m. and welcomed everyone to the meeting.

Minutes

Chair Grey asked for a review of the meeting minutes of the October 1, 2013 Strategic Investments & Evaluation Committee meeting. Chair Grey asked if there was a motion to approve the meeting minutes.

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

Job Initiatives Update: Electric Boat, AMAC/Tunstall

Electric Boat

Chair Grey asked S. Carello to provide an update on the Electric Boat (EB) and AMAC/Tunstall Job Initiatives Programs. S. Carello referred to the Electric Boat spreadsheet and noted that EB is currently not ready to start another program round. She indicated that EB is looking to begin another round in Spring 2014. G. Nee inquired about the type of jobs the EB program participants are being trained for. S. Carello stated mainly welding and ship building. Discussion took place about tracking participants after their involvement with the program. Referring to the FY2012 numbers, Lisa D'Agostino asked if the Governor's Workforce Board tracks participants who are not hired or choose to leave the program. S. Carello noted that of the nine people, who were trained in FY12, four were hired, four went back to school, and one chose to withdraw, deciding it was not the right program for them. Chair Grey asked if there were support systems in place for those who opt out of the program. S. Carrello noted that there are many resources available through the youth centers and one-stops to provide assistance.

AMAC/Tunstall

S. Carello gave an overview of AMAC/Tunstall program noting that they are still on track to hit their target of 239 hired trainees. She noted that AMAC/Tunstall has hired 125 employees as of October 31, 2013. E. Jardine mentioned that AMAC/Tunstall could receive up to \$600,000 in paid retention bonuses if they meet their goal. C. Fogarty highlighted the success of both the Electric Boat and AMAC/Tunstall Job Initiatives programs.

Incumbent Worker Training: Express Grants

Chair Grey asked Sherri Carello to provide an update on the Express Grants. S. Carello referred to the spreadsheet of the October 2013 grant awards and noted that the number of applicants has increased since September. She stated that postcards have been sent to 14,000 businesses. S. Carello expressed her concern with the lack of interest in the youth bonus piece. Chair Grey asked when the last time an application was received that elected to participate in the youth bonus incentive program. S. Carello indicated the most recent application with an interest in the youth piece was submitted in the last round of FY13. Chair Grey suggested gathering feedback on possible barriers that discourage employers from participating in the youth bonus incentive.

Work Immersion

Chair Grey asked Rick Brooks to provide an update on the Work Immersion program. R. Brooks referred to the FY14 Intern Description spreadsheet, noting that four businesses have submitted applications thus far. He stated that one of the interns will be receiving college credit for their work experience and all of the applications requested the maximum number of hours (200). R. Brooks discussed the ongoing marketing efforts to promote the Work Immersion Program. He noted that representatives from the colleges and universities indicated that internships for the fall semester were established prior to the launch of the program. He added that interest in the program should increase as students start looking for internship opportunities for next semester. Discussion took place regarding the specific allocations for the unemployed adults and college student work-experience pieces. R. Brooks noted that both the unemployed adults piece and college students portion were designated half (\$250,000) of the total amount allocated for the Work Immersion program (\$500,000). He mentioned the possibility of utilizing some of the funds for unemployed adults through the Career Pathways On-Ramps program.

Unified Workforce Development Expenditure & Program Report

Chair Grey asked Elizabeth to provide an update on the Unified Workforce Development Expenditure and Program Report (UEP). E. Jardine referred to the UEP summary handout and noted that the intent of the report is to provide a compellation of all workforce development funding activities in the state. E. Jardine stated that this year, legislation was passed to change the publication date from January to November to align with the Biennial Plan due date, ensuring that every other year, the UEP will be incorporated into Biennial Plan. She noted that this year, the UEP will comprise of FY12 data but will include greater detail on workforce development outcomes for each agency. E. Jardine provided an updated spreadsheet of the breakdown of funding for all of the agencies. Discussion took place regarding adult education funding. C. Fogarty noted that federal funds have decreased in recent years. E. Jardine stated that the report will be published on November 15, 2013 and will be distributed to the Board at the next meeting on November 26, 2013.

Biennial Plan Report Card Update

Chair Grey asked Elizabeth Jardine to provide an update on the Biennial Plan Report Card. E. Jardine noted that, due to time constraints, an updated report card will be available at a later date. C. Howes mentioned that this type of resource is a helpful tool that can be used to educate candidates who are running for office.

Financial Update

Chair Grey asked Diane Gagne to provide a financial update for the Governor's Workforce Board external contracts. D. Gagne referred to the financial analysis spreadsheet, highlighting the actual expenditures for FY2012 and FY2013. She noted that the anticipated carry-forward from FY2013 into FY2014 was \$5,603,712. She discussed the FY2014 allocations and expenditures, stating that a total of \$15,330,558 was either contracted or board allocated for FY2014. D. Gagne noted that \$467,080 has not been obligated or designated to any specific program. She discussed the balance of unobligated and de-obligated funds for each external contract. R. Brooks noted that a few of the program balances will be drawn down as a result of rolling applications. She further discussed the

breakdown of unobligated and de-obligated funds for the Incumbent Worker Training Grants (\$675,992), Capacity Building (\$225,908), Industry Partnership Grants (\$92,453), and Innovative Partnership Grants (\$85,786). R. Brooks noted that the Governor's Workforce Board is currently reviewing three applications from Industry Partners for the Non-Trade Apprenticeship Program. D. Gagne reported that the projected revenue for FY2015 is \$10,442,519.

Investment of Unobligated Funds

Chair Grey asked R. Brooks to discuss additional Incumbent Worker Training Grants options. R. Brooks stated that the committee has a couple of options: submit a new RFP for another round of Incumbent Worker Training Grants or to work with companies who did not receive funding on the last round of grants to adjust their applications and resubmit them. R. Brooks referred to the timelines for each option, noting that a decision needs to be made soon on how to invest the unobligated funds. E. Jardine discussed the high rate of de-obligation for Incumbent Worker Training Grants. R. Brooks suggested that the funds could be obligated this fiscal year with the intention of being spent for programs in the next fiscal year. Chair Grey highlighted the flexibility of funds between programs, emphasizing the need to spend the de-obligated funds in alignment with the goals of the Governor's Workforce Board.

Discussion took place regarding the committee's policy of accepting unsolicited proposals. R. Brooks referred to the OIC of Rhode Island, Inc. proposal, noting that they have previously applied under the Innovative Partnership Grants, but did not receive a score high enough to be funded. The committee agreed that in agreement of the competitive process, the Governor's Workforce Board will not fund unsolicited proposals. The committee recommended that an email be sent to the OIC notifying them that their application was received and would be taken into consideration. Due to time constraints, the committee agreed to continue the discussion of unobligated funds at the next committee meeting on December 4, 2013

C. Fogarty made a note of two upcoming proposals that will be submitted to the GWB, one by the two Local Workforce Investment Boards to fund technology upgrades in the one-stop centers, and another to fund a State Workforce Investment Office (SWIO) monitor position. The monitor will work in conjunction with the GWB to provide support for both departments.

Adjournment

Chair Grey asked if there was a motion to adjourn.

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

The meeting was adjourned at 9:53 am

Respectfully submitted,

Amelia-Anne Roberts