

Governor's Workforce Board
Strategic Investments and Evaluation Committee Meeting
February 13, 2014

Meeting Minutes

Committee Members Present: Mike Grey, Chair, Constance Howes, George Nee, Mario Bueno
Committee Members Absent: Cheryl Merchant, Martin Trueb
GWB Board Members Present: Charles Fogarty
GWB Staff Present: Rick Brooks, Elizabeth Jardine, Dan Brown, Sherri Carello, Amelia Roberts, Hillary Feeney
DLT Staff Present: David Tremblay, Diane Gagne, Sue Chomka, Nancy Olson, Mary Ellen McQueeney-Lally
Others Present: Malcolm Baxter, BIS; Cheryl Dacosta, Tech Collective; Adrianna Goode, Workforce Solutions Providence/Cranston
Location: Department of Labor and Training, Conference Room 73-2

GWB Quarter 2 Outcomes Report Discussion

Due to a lack of quorum, Chair Grey asked Elizabeth Jardine to discuss the Governor's Workforce Board program outcomes for the second quarter before officially calling the meeting to order. E. Jardine referred to the Q2 FY14 Expenditures chart, noting that Q2 ended on December 30, 2013. She discussed the total expenditures through Q2 in relation to the total allocation for each initiative. E. Jardine indicated that overall, programs are not spending as quickly as anticipated in order to spend all of the funds by June 30, 2014. She stated that many programs increase spending in the latter two quarters and the internal procedure of distributing funds tends to delay to overall reimbursement process, adding to the challenge of successfully managing the flexible, employer responsive programs such as Work Immersion and Jobs Initiatives. Chair Grey inquired about whether the timeliness of payments is due to internal or external elements. E. Jardine explained the lengthy process of individual employer contracts and noted that a new process has been approved to expedite payments in response to employer and legislative expectations. Chair Grey inquired about the recent reallocations and how they are represented in the Q2 outcome reports. E. Jardine indicated that reallocations of FY14 funds are not included in the total expenditures reported in any of the handouts. R. Brooks noted that the FY14 reallocated funds are not reported because they are not currently contractually obligated funds.

E. Jardine referred to the Q2 Performance against Targets handout and discussed the performance of GWB programs in relation to expenditures, employer partners, number of participants trained, and the number of work experiences and job placements to date. She highlighted that training and employer partnerships are on target as of Q2. C. Howes asked for clarification of the Innovative Partnership Grants employer partners' percentage (176%). E. Jardine explained the target negotiations and employer partner commitments that were established at the beginning of the RFP process. She noted that employers who provide work experiences are also considered employer partners, which are secured after the initial targets are set. G. Nee asked why there is no information for Industry Partners. E. Jardine explained that targets were not set for some of the longer existing programs for FY14. She noted there is concern with Industry Partnership training and job placements because targets were set and nothing has started yet.

E. Jardine referred to the Quarterly Performance Summary and discussed the specific targets for GWB program employer partners, training, work experiences, and job placements. She highlighted that the GWB will begin tracking adult education employer partnerships and job placements. The committee discussed the difficulty of tracking adult education job placements and setting parameters and properly defining data. E. Jardine provided an update on the year-round and summer youth job placements, noting that all of the youth were trained and received work experience. R. Brooks noted the miscalculation of total expenditures, targets, and percentages. G. Nee noted that the training target of 103 for Industry Partnerships was reported twice. R. Brooks indicated that an updated spreadsheet will be available at the

February 20th Board Meeting. Chair Grey provided M. Bueno with an update of the Q2 performance results.

Call to Order

Chair Grey called the meeting to order at 9:03 a.m. and welcomed everyone to the meeting.

Minutes

Chair Grey asked for a review of the January 9, 2014 Strategic Investments & Evaluation Committee meeting minutes. C. Howes noted a grammatical error on the vote to reallocate FY14 deobligated/unobligated funds.

Chair Grey asked if there was a motion to approve the meeting minutes.

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

GWB Performance Reporting Responsibilities

Chair Grey asked Elizabeth Jardine to discuss the Unified Expenditure Program Report (UEP) OMB Expectations, and the GWB Performance Data System Proposal.

UEP & OMB Expectations

E. Jardine noted that data collection for the UEP will begin in February and March 2014 and will be analyzed in the spring in conjunction with stakeholders and labor market economists to establish a preliminary Biennial Plan. She stated, hopefully by May, the data will be ready to be presented to the Board. E. Jardine highlighted the growing emphasis on the GWB to report and analyze workforce development expenditures throughout the state. She discussed the partnership with the Office of Management and Budget (OMB) to utilize and compile data from agencies that report to both the GWB and OMB.

Performance Data Systems Proposal

In hopes of streamlining the GWB data and reporting process, E. Jardine presented a request for the allocation of up to \$30,000 to begin the mini-bid process to develop an RFP for a performance data system. She explained the concerns with unreliable data and how the system could be used to track participants after they have left a program. E. Jardine noted that the system would be comprised of a participant level database for JDF funds and a system level database that could allow for statewide agencies to report real-time information on a monthly or quarterly basis. Referring to the Allocation of Funds for Performance System Analysis handout, E. Jardine explained the process of developing the system and the total cost of the system. Chair Grey asked if there is a product that currently exists. E. Jardine noted that similar systems do exist but the GWB system might need customization. Chair Grey asked if the vendors on the Master Price Agreement are the most qualified companies to create the system. E. Jardine noted that a vendor who is currently working with the Unemployment Office was mentioned by Bob Genest from DoIT.

The committee discussed the restrictions of using a specific product and other state agency involvement. E. Jardine explained that other agencies would be involved when the system is being developed. C. Howes inquired about the Longitudinal Data System. D. Tremblay explained the status of the project and the Department of Labor and Training's involvement in the process. R. Brooks clarified that the GWB data system would not be used initially to connect to the Longitudinal Data System but would be used to produce more than just aggregate data and reports. The committee further discussed upfront costs and ongoing costs to maintain the system. C. Howes expressed her skepticism with the ease of producing reports from data warehouses. M. Bueno asked what systems other states use that are effective. E. Jardine explained that she has had conversations with a consortium of private funders and local workforce investment boards in Cincinnati that captures the data for a variety of funders with different outcomes.

Per Chair Grey's request, Mary Ellen McQueeney-Lally explained that committee members should avoid the appearance of a conflict of interest in accordance with the RI State Code of Ethics and Governor's

Workforce Board By-Laws. She indicated that members who disclose a conflict of interest should both abstain from the vote and recuse themselves from any discussion.

E. Jardine indicated that the allocation of up to \$30,000 would be used to provide an analysis of what type of system the GWB would need and would be drawn from Capacity Building. G. Nee moved to approve the allocation of \$30,000 to begin the mini-bid process to develop an RFP for a performance data system. The motion was seconded by C. Howes. M. Bueno did not agree that the GWB is ready to move forward and requested more information. The committee discussed the possible conflict of the company who is performing the analysis as a possible bidder for the larger RFP. C. Fogarty explained the RFP process.

Chair Grey reframed the original motion to review the mini-bid proposal with input from DoIT as well as additional information on other states who may be using performance data systems to track a variety of programs and funding sources before posting it for solicitation.

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

Incumbent Worker Training RFP – FY14 Round 2

Chair Grey asked Rick Brooks to provide an update on the second round of FY14 Incumbent Worker Training Grants. He highlighted the large turnout at the Pre-Proposal Conference, stating that if the number of conference attendees is any indication of the number of proposals the GWB will receive, it is entirely possible the total dollars requested may exceed the \$700,000 reallocated for the second round of grants. R. Brooks discussed the option to fund more proposals with FY15 funds that would become available July 1st. He stated that the scores and recommendations will be brought to the committee at the March meeting.

FY15 Youth Funding Request

Chair Grey asked Rick Brooks and Nancy Olson to discuss the FY15 Youth Funding Request. R. Brooks stated the Youth Development Committee meeting voted to recommend to the Strategic Investments and Evaluation Committee a total investment in youth programming for FY15 of \$2,000,000. He noted in January, the Strategic Committee and full Board approved the reallocation of \$500,000 of FY14 funds to support FY15 youth programs. G. Nee asked for additional analysis of the WIA youth funding in comparison to the JDF funds. C. Fogarty noted the prescriptive nature of WIA funds.

Chair Grey asked if there was a motion to approve the Workforce Partnership of Greater RI and Workforce Solutions of Providence/Cranston FY15 funding request of \$1,500,000 to support summer youth work experience program and \$500,000 to continue to operate the YouthWORKS411 Centers.

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

Jobs Initiative Proposal – Tech Collective IT Fellowship

Chair Grey asked Rick Brooks to discuss the Tech Collective Job Initiatives funding request totaling \$103,265.17. R. Brooks provided background information on the Graduate Fellowship Program, explaining that the program connects college graduates with degrees in Information Technology/Computer Science or related courses with Rhode Island employers who have current or anticipated job openings in IT or bioscience. He indicated there were six participants the first year and nine participants the second year. C. Howes inquired about the type of funding source that would be used to support the program. R. Brooks indicated that the proposal is for Job Initiatives funds, which were used to fund the Fellowship the last two years. He noted that Job Initiatives funds are typically used to connect unemployed Rhode Islanders with jobs through short term training or primarily hiring or retention bonuses. G. Nee asked which year the funds would come from. R. Brooks indicated the funds would be FY14 funds but also carry into FY15. C. Howes inquired about the Tech Collective employer partner preferred restriction and whether the restriction is limiting. C. Dacosta indicated that Tech Collective has never turned a company away for non-membership.

The committee discussed unsolicited proposals and whether the Tech Collective IT Fellowship proposal fits within a specific funding category. R. Brooks indicated that a policy exists and the Board has the ability to allocate funds for a specified purpose and if proposals are received for that purpose, the Board has the discretion to evaluate the proposal. Committee members agreed that the IT Fellowship proposal aligns with the GWB funding policy.

Chair Grey asked if there was a motion to approve FY2014 Tech Collective Jobs Initiatives funding request of \$103,265.17 to support the IT Graduate Fellowship Program.

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

R. Brooks announced that the latest draft of the Industry Partnership Evaluation has been received and will be discussed at the next Strategic Investments Committee meeting in March.

Adjournment

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

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

The meeting was adjourned at 9:54 a.m.

Respectfully submitted,

Amelia-Anne Roberts