



**Governor's Workforce Board
Career Pathways Advisory Committee Meeting
January 15 2016, 8:30 a.m.
Room 73-1**

Meeting Minutes

Attendees:

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|---------------------------------------|------------------------------|
| Monica Dzialo, Chair, ORS | Joe Agresti, LMI, DLT |
| Cheryl DaCosta, Tech Collective | Kristie Costa, RIHA |
| Liana Fenton, Middletown School Board | Sharon Miles, CCRI |
| Jill Holloway, RIAEPDC | Carlos Ribeiro, WPGRI |
| Lori DiPina, DCYF | Robin Adams, PDC |
| Lynn Watterson, CCRI | Bahjat Shariff, Panera Bread |
| Robin Smith, CCRI | Kristen McKenna, GWB |
| Alexis Stern, UWRI | Lisa Tomasso, TPC |
| Doug Tingle, OPC | Gail Manci – Rios OPC/ DHEA |
| Linda Larsen, Senedia | Shana Bloom, Stepping Up |
| Chris Tanguay, DLT | Vanessa Cooley, RIDE |
| Brian Dursi, RIMTA | Deborah Anthes, DHS |
| Philip Less, RIDE C | Judith Fox, BHDDH |
| Rick Brooks, GWB | Constance Howes, WIHRI |
| Ken Findlay, DOC | |

Chair Monica Dzialo called the meeting to order at 8:34am
Chair Dzialo noted meetings changes for Career Pathways Advisory Committee to every other month.
The next meeting will be held on Friday, March 11, 2016.

1. Introduction

Chair Monica Dzialo welcomed everyone to the meeting, then asked everyone to introduce themselves.

2. Focus Priorities – Kristen McKenna

Chair Dzialo asked Kristen McKenna, GWB Career Pathways Manager, to provide an update on Career Pathway's new vision and how it will be rolled out over the next year. Kristen noted it all depends on having a working group to map out the actual system. Kristen then pointed out the Career Pathways Advisory Committee organizational chart which details CPAC sub committees. With WIOA, she stated how crucial Career Pathways will be over the next 6 months. February 17, 2016 will be the first meeting of the specialized sub committees Career Counseling and Systems Development Work group. Everyone is welcomed to join and there is a signup sheet for both groups. Kristen noted she would like us to use the DOL *6 Elements of Career Pathways* guide to help develop a system. Additionally, this committee wants to be responsive to real time workforce needs. Over the last few months Kristen has noticed the need for a discussion around mental health / behavioral career pathways. The first series of Behavioral Health & Mental Health Career Pathways will be on Thursday, January 21, 2016. K. McKenna also mentioned meeting with college faculty and staff and developing a work group but no plans for group development have been implemented.

Participants from Middletown and Westerly High School asked about comprehensive High School involvement in these groups, especially system development. Kristen noted she would like to include everyone and expressed the

need for the Committee to take a look at others in their agency to target them for these meetings. Connie Howes asked if other colleges are represented. She would like to see more connection with other colleges. Kristen said that building a Career Pathways Systems in a region is a lot of work. Shanna Bloom asked what the bigger vision of the program is and Kristen responded that some key elements for the Career Pathways Systems are to align policies and programs, build cross agency collaboration, design education and training programs, identify funding needs sources, and identify sectors. Connie Howes remarked; *“the vision is to create a system that enables all Rhode Island citizens and students to be prepared to enter into a field, and the opportunity to advance through training and experience, which serves the needs of RI employers.”*

3. Capacity: RI Resource Hub – Jill Holloway and Kristen McKenna

Using the remaining On Ramps funds, The RI Resource Hub will be revamped to create more user friendly options for counselors who want to use the tool to guide clients into Career Pathways. Kristen McKenna and Jill Holloway will provide an update to the committee on the progress of revamping the RI Resource Hub. Jill noted they are trying to get everyone to work together by developing an advisory group. Currently, the only direct link is to the control data base, askri.org. This was built for dual customers’ with 16 career pathways clusters. United Way 211 uses this system information and it can be printed out and sent to anyone and various languages. Please feel free to look at www.riresourcehub.org. Kristen and Jill would like the group to send all feedback and suggestion to them soon because the site needs to be completed by June 30, 2016. Jill noted the RI Resource Hub is linked to Network RI and INDEED.

4. Program Development:

Following up on previous meetings, Kristen McKenna noted she would like the group to look at Best Practices Compendium that was developed under On Ramps. If you have not completed the chart and sent it back, please do so. Evidence of effectiveness is quantitative or qualitative with measurable results so, if you can say 90% get a job, it’s an important way to identify that what we are doing is effective. Rick Brooks asked to discuss the purpose of the best practice sheet. Kristen would like the group to update the spreadsheet so she can identify which programs are really best practices. Vanessa Cooley asked for the Best Practice spreadsheet to be re-sent to her. Kristen said data collection and tracking will be increasingly important and Bahjat Shariff questioned how we are tracking unemployment in the various neighborhoods. How are we going to connect people and know it working and how can we make it effective?

Referencing the *Career Coaching Standards* handed out, Kristen noted they were a 12 page long document and she has reduce it to 4 pages. The 12 page detailed document is still available upon email request. It begins with a process of identifying client needs by type of customers. There are Career Phase 1 through Career Phase 4. Kristen will put this information on-line on the GWB website and in the RI Resource Hub. Kristen stated that down the road, she would like to see more of a support system for counselors and career coaches.

In other news, Carlos Ribero noted WPGRI will be working with Newport, Woonsocket, and Providence CTE providing after school training opportunities for out of school youth ages 17 to 24. A total of 69 youth will be served through training that will offer education concurrently with academics and workforce preparation activities. All programs are expected to have at least one employer partner to act as a mentor and to provide the training site.

With no further business, the meeting was adjourned.

Time: 9:30am

Respectfully submitted,
Dan Brown