

# **PROVIDENCE/CRANSTON WORKFORCE DEVELOPMENT BOARD**

**REPORT OF SPECIAL MEETING HELD Monday, December 10, 2018, 8:30 AM**

**Providence netWORKri Office, 1 Reservoir Ave., PROVIDENCE, RI**

The Providence/ Cranston Workforce Board met on Monday, December 10<sup>th</sup>, 2018 at Providence netWORKri Office, located 1 Reservoir Ave., in Providence with the following members in attendance:

Marc Amato, Keri Borba, Steve Boyle, Claudia Cardozo, Kim Cordeiro, Andrew Cortes, Robert Delaney, Lawrence DiBoni, Joseph DiPina, Kenneth Fliarski, Hy Goldman, Scott Greco, Jeffery Machado, Nancy Martin, Michael Montanaro, Tekla Moquin, Bernice Morris, Janet Raymond, Hillary Salmons, Michael Traficante, and Vickie Walters.

Staff members included Brian Hull, Richard Beneduce, Francine Lipizzera, Adrianna Dextrateur, Colleen Fonseca, and Aoua Coumbassa.

Guests included Sharon Geoffrey, Jean Luisi, Nancy Olsen, Tim Riley, Tyrone Smith, and Karen.

Chair Janet Raymond called the meeting to order at 8:37am. Tekla Moquin was introduced as the newest member of the PCWDB. Chairman Raymond also introduced Colleen Fonseca as Deputy Director of the Office of Economic Opportunity, and Aoua Coumbassa as Administrative Assistant in Workforce Solutions.

## *Approval of Minutes of September 13<sup>th</sup>, 2018*

Chair Raymond called for a motion to approve the Minutes of September 13<sup>th</sup>, 2018. The motion to approve was made by: Mike Montanaro and seconded by Larry DiBoni. The motion passed unanimously.

## *Executive Director's Report*

Executive Director Brian Hull updated the Board on progress resolving the findings contained in the US DOL audit, and the corrective actions from the AJC certification process. Both were addressed simultaneously as there is significant overlap among several issues. Director Hull informed the Board that 5 of the 16 findings from US DOL audit has been resolved, and an additional response is being prepared for the remaining 12 findings and will be sent to DLT. By June 2019, the updated MOU addenda are expected to be completed. Director Hull reminded the Board of their opportunity to reflect and improve the performance of the One-Stop system, using the US DOL audit, the AJC Certification, and the One-Stop Operator Monitoring review. Member Andrew Cortes inquired about the deadline for a response to the US DOL audit and possible appeal proceedings. Brian Hull informed the Board that there are not specific dates established for any specific items. Rather, US DOL wants to see progress being made for the findings. Additional discussion was had regarding how Workforce Solutions can address differences of opinions regarding the interpretation of the federal regulations, and how that can lead to additional conversations with US DOL regarding resolution.

## *WIOA Committee Report*

### *One-Stop Operator Monitoring Review*

WIOA Committee Chair Marc Amato reported to the Board the following recommendations of the WIOA committee:

- 1) Workforce Solutions' renegotiation of terms on the One-Stop Operator contract with The WorkPlace due to low and undeliverable performance after 18 months in the contract.
- 2) Shifting away from The WorkPlace providing higher level policy work to a more operational role in the One-Stop. Instead of funding for a System's Director or Data Manager positions, with the

Board's permission, create a different staffing model to better meet the performance goals contained in the contract.

- 3) Begin reviewing and drafting an new RFP for one-stop operator.

Chair Raymond made a motion for Workforce Solution to renegotiate contractual changes with The WorkPlace to change staffing model pending legal review and subject to the total contract value. Motion was seconded by Scott Greco and passed unanimously.

#### *One Stop Operator RFP*

Mr. Amato reminded the Board that the current contract expires on June 30<sup>th</sup>, 2019. WIOA Committee's recommendation is to develop a new the RFP for one-stop operator. Furthermore, Mr. Amato highlighted what is expected of the contractor; providing regular reports and attending committee meetings. In addition, Director Hull explained that this new structure will allow the Board to frequently review information provided and evaluate the One-Stop Operator.

Chair Raymond made a motion to direct staff to draft and review a new RFP. Motion was seconded by Ken Filarski and passed unanimously.

#### *Revised MOU Addendum Timeline*

Mr. Amato reported on WIOA Committee's recommendation to revise the timeline from December 31<sup>st</sup>, 2018 to June 30<sup>th</sup>, 2019. This will allow Workforce Solutions to engage in further discussions with each One-Stop partner to clarify roles and responsibilities and expectations for the work.

Andrew Cortes made a motion to approve the revised MOU timeline, allowing for additional changes to be completed by June 30<sup>th</sup>, 2019. Motion was seconded and passed unanimously.

#### *Membership Committee Report*

##### *Board Reappointments*

Chair Raymond presented a list of the 13 Board Members whose terms are set to expire on December 31, 2018 and have been recommended for reappointment. Given their commitment to the activities of the Providence/Cranston Workforce Development Board, Chair Janet Raymond motioned for approval of the reappointment of all 13 Board Members for a 3 year term beginning January 1<sup>st</sup>, 2019. The motion was seconded by Mike Traficante, and passed unanimously.

##### *Board Member Ethics Filings*

Chair Raymond reported to the board on the annual Board Member Filing. Board members were notified that the filing can be done via online and is required for clarifying potential conflict of interest with the roles performed by the members.

#### *Youth Committee Report*

Youth Committee Chair Hillary Salmons reported that the planning project for Barr Foundation work was proposed and accepted better integrated pathway strategies with school. Hillary Salmons is hoping to get a grant for 3 years to implement the plan. Office of Economic Opportunity put out a new RFP. The Youth Summer Employment proposal is due January 22<sup>nd</sup>, 2019.

#### *Board Training Retreat*

Executive Director Brian Hull reported briefly on the upcoming retreat; members are to expect a notification on the select date sometime at the end of January or beginning of February. Furthermore, the retreat will entail discussions on strategies, roles and expectations.

Board members engaged in a discussion, allowing them to share updates.

With no other business, Chair Raymond adjourned the meeting at 10:00am