

**Workforce Solutions of Providence/Cranston
Executive Committee
April 9, 2019
Yushin America 75 Kenney Drive Cranston, RI
Meeting Minutes**

Attendance:

Members: WIOA Chair Marc Amato, WDB/Exec. Committee Chair Janet Raymond, Claudia Cardozo, Kenneth Filarski, and Hillary Salmons.

Staff: Richard Beneduce, Francine Lepizzera, Colleen Fonseca, and Aoua Coumbassa.

Guest: Diana Perdomo, Chief of Policy for the City of Providence

Opening Remarks

Chair Janet Raymond called the meeting to order at 8:30 am by recognizing the following: 1) the work accomplished by the WIOA Committee on the recommendation of a One-Stop Operator (OSO) 2) the hours spent by those reading and ranking the OSO proposals and subsequent proposer interviews and 3) Staff support in this process. Chair Janet Raymond provided an outline of today's meeting, informed the committee that Diana Perdomo will also be joining the meeting. Chair Janet Raymond turned the meeting over to Chair Marc Amato for a review of the OSO selection process. Chair Janet Raymond reminded all that the Executive Committee would be voting today on its recommendation to the full Board of an OSO for 7/1/19.

One-Stop-Operator RFP Discussion

Chair Marc Amato reported that Workforce Solutions created an RFP protocol based on lessons learned from the first process. It was stated that the new RFP includes specific deliverable and outcome measurements. The RFP draft was completed on January 10th; revisions were made, reviewed, voted on and approved by the Full Board. The RFP was sent to the Board of Contract and Supply for review and distribution. The proposal was sent out on January 22nd with a response date of February 19. It was also reported that the following agencies responded to RFP: Adams & Associates, The Workplace, ResCare and SER Jobs for Progress.

The reading/ranking committee was comprised of Chair Janet Raymond, WIOA Chair Marc Amato, Director Hull, Bernice Morris, Francine Lepizzera, and Jennifer Steinfeld.

The Reading and Ranking Team established that the top three bidders would be invited to come in for interviews. Bidders were expected to score a minimum of 80 points. A preliminary ranking was completed in which SER Jobs scored 74 points. Due to being the lowest bidder, SER Jobs was eliminated from further consideration and the top three bidders were invited for interviews by the Reading/Ranking committee. Following the interviews, final ranking scores were submitted and were as follows: The Workplace scored 79 points, Adams & Associates scored 86 points and ResCare scored 93 points.

After further review; conducting reference checks and additional discussions, the WIOA Committee recommended ResCare as the OSO beginning 7/1/19.

WIOA Chair Marc Amato welcomed Colleen Fonseca to share the responses of the OSO Proposer Reference Review. Colleen Fonseca informed the Committee that Staff reached out to seven locations managed by ResCare, and the following five have responded:

- 1) Executive Director, Christopher Donnelly of Monterey County Workforce Development Board
- 2) President and CEO, Lisa Patt-McDaniel of Central Ohio Workforce Development Board
- 3) Executive Director, Brian K. Davis of Capital Workforce Partnership in Henrico, VA
- 4) Director, Nedra Clayborne Rodriguez of Cumberland County Workforce Development Board in North Carolina
- 5) EO Officer and Compliance Manger, Valarie Haring of South Central Workforce Development Board in Missouri.

Director Donnelly spoke positively of ResCare, offered positive feedback and informed staff that ResCare was awarded a contract for delivery of WIOA services after 15 months of being their operator. President and CEO Patt-McDanieal also provided positive comments whereas Director Rodriguez provided somewhat negative comments, however ResCare is not their operator rather the deliverer of WIOA services.

One-Stop Operator Budget

Staff provided committee members two Infrastructure Budgets for the Providence AJC. The first document reflects the current budget and the second document reflects the partner costs due to increased costs to run the AJC.

Richard Beneduce shared with all an overview of the Infrastructure Budget and proposed changes therefore due to increased costs.

Chair Janet Raymond called for a motion to recommend ResCare as the new OSO to the WDB. Motion was seconded by Kenneth Filarski and passed unanimously.

American Job Center Partner MOU Discussion

The new MOUs which are specific to each partner's responsibilities are comprised of the requirements contained in the enabling law and regulations. Chair Janet Raymond called for motion to accept the MOU template to which each partner will ascribe. Chair Marc Amato seconded, and motion passed unanimously.

Governance and Budget Committee Discussion

Chair Janet Raymond began a discussion of the creation of a governance/budget Committee as discussed at the Board training session. A Finance Committee can offer context for finance decisions the board is expected to make. During this discussion, a committee member questioned the Executive Committee's capacity to add two additional committees. Additional comments on a Finance Committee were positive. Chair Janet Raymond suggested that the committee revisit this discussion on the roles of a governance committee at the next Executive Committee meeting. Chair Janet Raymond called for motion to create a Finance Committee. Motion was seconded by Hillary Salmons and passed unanimously.

Status Update on USDOL Findings

Chair Janet Raymond informed the committee on a Providence Journal article referencing the Federal Compliance Review that issued a number of findings for the Providence/Cranston Workforce Board, GRI and DLT. Diana Perdomo stated that The City has made considerable progress in addressing the findings and will continue to do so.

With no other business, Chair Janet Raymond motioned to adjourn the meeting, which was seconded by WIOA Chair Marc Amato. Vote was unanimous. The meeting adjourned at approximately 10am.