

**Vermont State Workforce Development Board**

**Full Board Meeting Agenda**

**April 19, 2018**

**12:00 pm – 2:00 pm**

**Capitol Plaza Hotel, Montpelier, VT**

- 12:00 pm**      **Call to Order & Welcome**  
Frank Cioffi, Chair, Commissioner Lindsay Kurrle, Department of Labor and Dustin Degree,  
Executive Director
- 12:10-12:30 pm**      **Lunch**
- 12:30 pm**      **Board Action**  
Frank Cioffi
- 12:40 pm**      **US DOL Training Overview**  
Dustin Degree
- 12:50 pm**      **Social Network Map Project Overview**  
Representative Tristan Toleno
- 1:05 pm**      **WIOA State Plan Goals & Strategies Update**  
Dustin Degree
- 1:15 pm**      **H.919 Update**  
Jessica Gingras, Principal Assistant & Legislative Liaison
- 1:35 pm**      **ThinkVermontMOVE Update**  
Commissioner Joan Goldstein, Department of Economic Development
- 1:50 pm**      **Final Announcements & Closing**  
Frank Cioffi

**Vermont State Workforce Development Board  
Full Board Meeting Minutes  
Thursday, April 19, 2018, 12:00 pm- 2:00 pm  
Capital Plaza Hotel, Montpelier, VT**

**Board members in attendance:** Mayor David Allaire, Janette Bombardier, Steve Bryant, Chair Frank Cioffi, Senator Alison Clarkson, Diane Dalmasse, Pat Elmer (represented by Mary Branagan), Judy Geiger, Don George (represented by Connie Warren), Gerry Ghazi, Scott Giles, Commissioner Joan Goldstein, Zach Hatch, Joyce Judy (represented by Tiffany Keune), Representative Kathy Keenan, Vice Chair Jen Kimmich, Commissioner Lindsay Kurrle, Tom Longstreth, Greg Maguire, Mayor Paul Monette, John Russell, Secretary Mike Schirling, Grant Spates, Jeb Spaulding, Representative Tristan Toleno, Lynn Vera, and Dave Wheel

**Board members in attendance by phone:** Kiersten Bourgeois and Ellen Kahler

**Board/ members not in attendance:** Nate Beach, Paul Biebel, Secretary Heather Bouchey, Margueritte Dibble, Kent Eldridge, Geoff Glaspie, Secretary Al Gobeille, Adam Grinold, Laurie Gunn, Eileen Illuzzi, Scott Johnstone, Brian Kerns, Dennis LaBounty, Cathy Lamberton, Chris Loso, Dick Marron, Commissioner Lisa Menard, Carol Paquette, Brenan Riehl, Senator Dick Sears, Jostein Solheim, Tom Sullivan, and Jeff Wimette

**Governor's and State Agency & Department staff in attendance:** Mat Barewicz, Cole Barney, Judy Bourbeau, Seth Bowden, Riley Clark, Dustin Degree, Dep. Secretary Mike Harrington, Jessica Gingras, David Lahr, Alan McKinnon, Sam Tully, Cameron Wood, and Sophia Yager

**Guests in attendance:** Rick Bugbee, Beth Demers, Scott Farr, Jason Gingold, Candace Lewis, Katarina Lisaius, Sherry Lussier, Steve Lutton, Missy Mackin, Tom McHugh, Jen Oldham, and Tim Smith

**Guests in attendance by phone:** Linda Tarver

Chair Frank Cioffi made the call to order at 12:29 pm and made welcoming remarks.

Chair gave a brief update on Board activities and changes since last meeting, including WIOA implementation and workforce development legislation. He thanked various members of the Board, Vermont Department of Labor (VDOL), Agency of Commerce and Community Development (ACCD), Agency of Human Services (AHS), Agency of Education (AOE), and Governor Scott's staff. He highlighted the abundance of great programs and people in the workforce development system and the importance of WIOA in helping build connections in the system.

Old Business: Chair asked for a motion to approve minutes from the January 2018 full Board meeting. Motion to approve moved by Rep. Kathy Keenan. Seconded by Gerry Ghazi. Approved unanimously by voice vote.

Chair introduced Commissioner Lindsay Kurrle (VDOL), who gave a brief overview of the agenda.

Chair introduced Secretary Mike Schirling (ACCD), who have an update on the ThinkVermontMOVE initiative. He outlined the two major goals of the initiative: reach out to people who have a connection to Vermont, and provide incentives for them to relocate and enter the workforce here. He gave an overview of various components of the program and their movement through the legislature this session. The Secretary addressed Board member Lynn Vera's concerns about early childcare and education, which are a consideration of the program, but not a critical focus as out of state

recruitment. Jess Gingras (VDOL) highlighted the Governor's priority to devote funds to early childcare and education professional development.

Executive Director Dustin Degree explained an upcoming training opportunity with the U.S. Department of Labor, to be held on May 18, 2018. The training will help the Board understand its role and develop strategies to effectively fulfill its federal obligations. The Board will gain a better understanding of Vermont's workforce needs/priorities/assets/challenges, role of the Board in addressing those issues, and create strategies to increase the Board's impact on the workforce development system, especially in increasing cross-sector collaboration.

Mr. Degree gave an overview of the Skillful State Network, an initiative recently joined by Governor Scott on behalf of Vermont. This organization of 20 states, hosted by the Markle Foundation in collaboration with Microsoft and LinkedIn, seeks to integrate business, state government, non-profits, and educators in increasing accessibility to technology skills training. Job seekers will gain valuable, in-demand job skills to bolster the pool of qualified applicants for employers. This opportunity will allow Vermont to collaborate with and learn from other states' WIOA implementation and workforce development strategies.

Chair introduced Rep. Tristan Toleno, who introduced the Vermont Workforce Development Network Mapping Project. This project, resulting from findings of the S.135 Working Group, will consist of a survey of all stakeholders in the workforce development system and a network map reflecting that survey data. The map will visually display connectivity in the system and inform strategies to improve relationships throughout the network and better align education, service delivery, etc.

Mr. Degree gave an overview of the Board's ad hoc State Plan Modification Committee's role in reviewing and revising the Goals and Strategies of the WIOA Unified State Plan. He recognized members of the subcommittee and thanked them for their dedication. He read through the following six goals:

- GOAL 1: Maximize equitable access to workforce development services through a seamless, coordinated delivery system that provides a quality, consistent experience for any jobseeker or Vermont employer.
- GOAL 2: Connect individuals to the training and supports they need to enter an occupation and progress on career pathways resulting in a livable wage.
- GOAL 3: Strengthen the Vermont economy by working with state and private partners to make data-driven changes that increase the number of workers employed in the skilled trades, STEM fields, advanced manufacturing and other Vermont priority sectors, including non-traditional or under-represented populations such as women.
- GOAL 4: Ensure all students who graduate from high school are able to pursue and complete post-secondary education, training, apprenticeships or career opportunities, with the education and skills necessary to keep Vermonters competitive in the economic sectors critical to the Vermont economy.
- GOAL 5: Align the workforce development system to the needs of employers, as well as job seekers, through systematic and ongoing engagement and partnership.
- GOAL 6: Expand Vermont's labor force by helping more Vermonters enter the labor market and relocating out-of-state workers to meet employer's needs.

He explained that the State Plan received input from VDOL, AHS, AOE, and the Division of Vocational Rehabilitation, and is in the midst of a public comment period before it is submitted on April 27, 2018.

Jessica Gingras, Principal Assistant and Legislative Liaison for VDOL, gave a legislative update of H.919 An act relating to workforce development. She gave context and background on the origins of the legislation and a walk-through of the major sections of the bill: CTE and Career Pathways, duties of the Board, and appropriations for Board activities, a "returnship" program, and small business/college graduate recruitment initiatives.

Chair gave final announcements including:

- Contact Sophia Yager, Dustin Degree, or Frank Cioffi if you are interested in serving on a subcommittee. Charges for those subcommittees will be available soon. Committees structure and small group time will be addressed in the next full Board meeting.
- Next meetings to be held Thursday, July 19 and Thursday, October 18 in Montpelier and will run from approximately 12 pm to 2 pm. Further details will be communicated closer to meeting dates.

Chair asked for a motion to adjourn. Motion moved by Greg Maguire. Seconded by Tom Longstreth. Approved unanimously by voice vote.

Meeting adjourned at 1:55 pm.

Respectfully Submitted by Dustin Degree.

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Dustin Degree, Executive Director, Vermont State Workforce Development Board