

## **Vermont State Workforce Development Board**

### *Full Board Meeting Minutes*

Thursday, July 19, 2018

12:00pm - 3:00 pm

Capital Plaza Hotel, Montpelier, VT

**Board members in attendance:** Mayor David Allaire, Paul Biebel, Janette Bombardier, Secretary Heather Bouchey, Steve Bryant, Chair Frank Cioffi, Diane Dalmasse (represented by Nat Piper), Pat Elmer, Don George (represented by Connie Warren), Gerry Ghazi (represented by Tom McHugh), Scott Giles, Commissioner Joan Goldstein, Adam Grinold, Zach Hatch, Melissa Hersh, Joyce Judy (represented by Tiffany Keune), Ellen Kahler, Representative Kathy Keenan, Commissioner Lindsay Kurrle, Tom Longstreth, Greg Maguire, Dick Marron, Commissioner Lisa Menard (represented by Kim Bushey), John Russell, Grant Spates, Jeb Spaulding (represented by Tricia Coates), and Dave Wheel

**Board members in attendance by phone:** Chris Loso

**Board members not in attendance:** Nate Beach, Kiersten Bourgeois, Senator Alison Clarkson, Marguerite Dibble, Judy Geiger, Secretary Al Gobeille, Laurie Gunn, Eileen Illuzzi, Joyce Judy, Scott Johnstone, Brian Kerns, Vice Chair Jen Kimmich, Dennis LaBounty, Mayor Paul Monette, Carol Paquette, Brenan Riehl, Secretary Mike Schirling, Richard Schneider, Governor Phil Scott, Senator Dick Sears, Tom Sullivan, Representative Tristan Toleno, Lynn Vera, and Jeff Wimette

**Governor's and State Agency & Department staff in attendance:** Mat Barewicz, Judy Bourbeau, Sean Brown, Sarah Buxton, Robin Castle, Dustin Degree, Jane Fortin, Deputy Secretary Mike Harrington, Jessica Gingras, Erin Oalican, and Sophia Yager

**Guests in attendance:** Gwen Bailey-Rowe, Seth Bowden, Mary Branagan, Hal Cohen, Chris Hardy, Maureen Hebert, Kathy Lavoie, Katarina Lisaius, Missy Mackin, Jen Oldham, Thomas Saylor, and Leann Wright

**Guests in attendance by phone:** Angel Garcia and Patricia Stovall-Lane

Chair Frank Cioffi called the meeting to order at 12:50 pm. He made welcoming remarks and invited all Board members and guests to introduce themselves.

Old Business:

Chair asked for a motion to approve minutes from the April 19, 2018 full Board meeting. Moved by Dave Allaire, seconded by Melissa Hersh. Amendment offered by Ellen Kahler: noted that she was in attendance by phone at the April meeting. Approved unanimously by voice vote.

Chair asked for a motion to approve minutes from the June 7, 2018 Board training event. Moved by Pat Elmer, seconded by Heather Bouchey. Approved unanimously by voice vote.

Executive Director Dustin Degree announced recent appointments to the following committees and work group: Operating Committee, Policy Committee, Career Pathways Committee, and Training and Credentialing Work Group.

Melissa Hersh gave an update on the ad hoc American Job Center Certification Committee's re-certification of the Burlington One-Stop American Job Center. She noted that although the Committee

re-certified the AJC for one year, there are several areas for improvement and that the Committee plans to conduct a six-month check to observe progress in implementing the requirements of the One-Stop MOU.

Ellen Kahler gave an update and overview of the Vermont Workforce Development Network Mapping project, including objectives, timeline of previous pilot tests, and a tutorial of the survey tool. She also noted next steps for the project, including a future business/employer survey. Several members and guests noted possible strategies for advertisement and collaboration.

Mary Branagan of Associates for Training and Development gave a brief overview of the organization and its services for mature workers. She also presented the organization's new returnship program.

Matthew Barewicz of the Department of Labor presented labor market data related to the status of the Vermont economy, including recession, employment, unemployment, and labor force participation data. He described the needs of employers in relation to the skills and needs of workers. He also gave an overview of several LMI projects, including Career Technical Education Center data, a partnership with Vermont libraries, an update to the 2015 VT Technology Study, and a new edition of the Pathways to Promising Careers brochure.

Chair and Commissioner Lindsay Kurrle asked Board members and guests to share any recent success stories/challenges in their sector and/or ideas for future presentations at full Board meetings. Janette Bombardier requested that the Board receive updates on the Agency of Education's approved CTE pilot projects (required by H.919) and the Department of Labor's CTE equipment grant. She also suggested that the Board examine the findings of the 2018 White House State-Federal STEM Education Summit as a possible area of interest. Several members and guests expressed interest in hearing from high school and adult CTE centers, the 70x2025 initiative, and Vermont Talent Pipeline Management at future meetings.

Chair asked for a motion to adjourn. Motion moved by Lindsay Kurrle, seconded by Scott Giles. Approved unanimously by voice vote.

Meeting adjourned at 2:50 pm.

Respectfully Submitted by Dustin Degree.

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Dustin Degree, Executive Director, Vermont State Workforce Development Board