

SPECIAL OVERSIGHT COMMITTEE ON WORKFORCE EXPANSION AND DEVELOPMENT MINUTES

Meeting Date/Location: Thursday, August 11, 2022, 8:00 – 10:00 am, virtually via Microsoft Teams

Video Recording of the Meeting: <https://youtu.be/VVTpe534p90>

Members Present: Adam Grinold, Kendal Smith, Rep. Michael Marcotte, Sarah Buxton, Sen. Alison Clarkson

Guests in attendance: Ellen Kahler, Deputy Commissioner Dustin Degree, David Hall, Abby Rhim, Deborah Damore

Minutes By: Abby Rhim

- 8:33 am meeting called to order.

- Committee member introductions and discussion of committee organization moving forward.
 - Kendal proposed selection of Chair.
 - Adam moved that Rep. Marcotte serve as Chair.
 - Rep. Marcotte agreed and appointed Chair.

- Review of statutory charge of the Committee.
 - David Hall, Legislative Council, walked the group through the statutory charge within Act 183, including the need to identify who the champion of workforce development would be, that person's charge, the role of the Commissioner of Labor and the makeup of the State Workforce Development Board, including the reviewal of WIOA and Wagner-Peyser specifically.
 - Deputy Degree urged the group to set boundaries. He cautioned that if the group attempts to bring the entire workforce system into these conversations, the dialogue will continue forever. The group's charge must be limited.
 - Rep. Marcotte urged that the group's charge focus beyond WIOA and the State Workforce Development Board.
 - Suggested for the following meeting, David will continue reviewing statutory charge, along with context provided by Sarah, Adam and Abby regarding the roles of VDOL and the State Workforce Development Board.

- Discussion on funds allocated to contract/grant out for support
 - Sarah highlighted that a product needs to be created within a short amount of time. She stressed the value of a third-party expert who could present the items asked from the Legislature in an unbiased way.
 - Sen. Clarkson stressed that a national perspective from a consultant would be of value.
 - Adam requested that when looking at other states that work well, the group examine how the different arms of the government function together.
 - Deborah Damore, Director of Purchasing and Contracting, shared that any contract of value under \$100,00.00 can be a "simplified bid" contract.
 - Sarah noted that this group is like the Special Committee on Higher Education and suggested the use of their RFP as a guiding template. She also volunteered to create a document repository, consisting of Chief Program Officer, Susan Zeller's, 2018 updated workforce state government program inventory, legal statutory and TEGs to understand federal guidelines and the RDC's report from the statewide workforce summits.

- How will the Committee structure it's working moving forward?
 - Suggested that meetings switch from Microsoft Teams to Zoom for public accessibility
 - Sen. Marcotte volunteered to connect with Mike Ferrant regarding the switch.
 - Sen. Clarkson requested that the access to the Agency of Administration's web link be shared.
 - <https://aoa.vermont.gov/content/special-oversight-committee-workforce-expansion-and-development>
 - Decided that Sarah, Kendal and Abby would create and circulate a draft of an RFP prior to next meeting.
 - Decided that Sarah, Kendal and Adam would create and circulate a work plan for the Committee to review prior to the next meeting.
 - Next scheduled meeting is Tuesday, August 30th, 2022 from 8:30 to 10:30 am.

- 10:29 am meeting adjourned.