

Greater New Bedford Workforce Investment Board, Inc.
Youth Council Planning Committee
Meeting Minutes
4/12/2010
WIB – Conference Room 207

Members Present: Carl Alves, Chair; Dianne Rivet, Cynthia Wallquist, Gloria Williams

Members Absent: John Fernandes (called)

Workforce Development System Staff Attending: Jean Fox, Sean McGauley

1. Welcome and Introductions

With a quorum of the YC Planning Committee present, Chair Alves opened the meeting at 3:08 p.m.

2. Approval of Minutes of June 4, 2009 meeting. Upon a motion by Gloria Williams, seconded by Cynthia Wallquist, the minutes were approved.

3. FY'11 RFP Framework

The committee was asked to review the FY'11 RFP Framework and identify any changes they would like to see. Ms. Fox presented the changes suggested by Youth Council Vice Chair Ronald Rouillard who submitted his changes prior to the meeting.

Mr. Rouillard would like there to be a requirement where the FSP ensures the sub-contractor meets certain criteria such as insurance & bonding, background screens or other eligibility criteria. Furthermore he would like to see more information about the annual funding process and annual performance review, specifically describing when the annual performance summary needs to be submitted and to who, and that 2nd and 3rd year funding may be withheld until program deficiencies noted in the annual review are corrected.

Ms. Fox informed the group that the RFP has been made into a 3-year procurement, the data has been tightened up and the outreach and recruitment has been quantified.

Ms. Fox also told the committee that the youth monitoring revealed that the board is missing 3 policies:

1. Self attestation
2. 5% income
3. Barrier defined by the board

The committee decided that the statistics on page 21 of the RFP may be out of date and Ms. Fox will be checking to make sure the data is recent and accurate.

Chair Alves suggested that the speed of processing be included in the RFP.

Ms. Wallquist pointed out that there is currently no language to define that only 501(c)(3)s may apply, and recommended adding this to page 5.

Mr. Alves had to leave the meeting at 3:45 Pm.

The group also decided that non-profits could apply for portions with the understanding that they would all come together under an “umbrella” to keep the services centralized. Ms. Wallquist suggested the language on page 5 section “c” be clarified to which sections could be bid on without taking on the whole RFP.

The committee asked Ms. Fox to incorporate these changes into the RFP and then send to the committee for a final review.

There being no further business before the committee, the meeting was adjourned.

Respectfully submitted,

Jean C. Fox
Youth Council Director