

## **SPECIAL OVERSIGHT COMMITTEE ON WORKFORCE EXPANSION AND DEVELOPMENT MINUTES**

**Meeting Date/Location:** Friday, February 17th, 2023, 3:00 pm, virtually via Microsoft Teams and in-person, Room 41, State House, 115 E State Street, Montpelier, VT, 05602

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

**Guests Present:** Ryan Laychak, Candace Phinney, Michael Lawrence, Ezra Sykes, Ronald Painter, Nancy Snyder, Mel Arsenault, Dustin Degree, Victoria Biondolillo, Alysia Ordway

**Video Recording:** <https://www.youtube.com/watch?v=Z0WnvLzXcMg>

**Minutes By:** Abby Rhim

- Meeting called to order.
- Introductions given from both committee members and guests.
- Project Plan
  - Alysia reviewed the committee's project plan which PCG developed. This included asking for feedback regarding:
    - What objectives and success criteria the group should agree on?
    - What other entities should be examined (scope of the research) that fall within “workforce system” like ARPA, local chambers, etc.?
    - What lenses should they looking at agencies, departments, organizations and other entities through (ex. Data collection, performance management, governance, funding mechanisms, etc.)?
- Project Timeline
  - Alysia reviewed the timeline of the project, including meeting times, milestones to hit, deliverables, etc. She then asked the group to follow up with any potential events, forums or testimony that might be important for PCG to attend.
    - Chair Marcotte agreed to have his committee assistant contact PCG when the House Committee on Commerce and Economic Development discusses relevant matters.
- Stakeholder List
  - Alysia highlighted PCG’s developing stakeholder list for their research. She asked that committee members provide feedback in their own time.
- Research Questions
  - Alysia asked the group for feedback on questions that should be edited or included in the state assessment.
    - Kendal suggested that PCG journey map, using the information they collect. This would include a digestible display of an individual’s journey through employment, training or interactions with state government or other community supports as they age through Vermont’s workforce.
    - Adam added that PCG will find through their research that there are focal points throughout the state that coordinate and provide workforce supports while other areas are more of a desert.
    - Rep. Marcotte added that there are two different vendors examining the CTE system. Both of their reports would be of use to PCG in their research. They will be finalized within a month.

- Stakeholder Engagement
  - Alysia asked how PCG should engage with stakeholders when conducting research.
    - It was agreed upon that the committee would create an introductory letter for PCG to send when reaching out to stakeholders in order to provide context.
- Next Steps
  - For next steps, the committee will provide feedback on PCG's drafted working plan. They will also update the evolving stakeholder list and write an introductory letter that will be sent to stakeholders when PCG makes contact.
    - Kendal suggested a list of outstanding requests that be submitted to the SOCWED for general awareness and timeliness.
    - Ronald Painter invited a member or members of the SOCWED to attend the National Association of Workforce Boards (NAWB) in March in Washington D.C. to meet with boards from different states to discuss various workforce topics. This includes partners of the Organization of Economic and Community Development from various countries.
- Meeting adjourned.

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