

**CONNECTICUT EMPLOYMENT AND TRAINING COMMISSION**  
**Connecticut Center for Advanced Technology**  
**January 10, 2013**

**MINUTES**

**Present:** Donald Shubert (Chair); John Barto; Thomas Burns; Elliot Ginsberg; John Harrity; Carlton Highsmith; Lawrence McHugh; John Olsen; Frances Padilla; Sharon Palmer; James Parent; Stefan Pryor; Stuart Rosenberg; Catherine Smith; Paul Timpanelli; Lyle Wray; C. Beaulieu (for Roderick Bremby); G. Coppage (for Philip Austin); S. Whalen (for Daniel Esty); Kathleen Marioni.

**Minutes**

On a motion by Mr. Olsen, seconded by Dr. Wray, November 28 minutes were approved unanimously.

**Public Comment**

No public comment was provided at the meeting.

**Correspondence**

Mr. Shubert noted two recent items of correspondence:

- November 20, 2012 letter from Governor Malloy appointing Labor Commissioner Sharon Palmer to CETC membership.
- December 28, 2012 memo from CETC Chair Shubert to CETC members providing notice of “Proposed Amendments to CETC By-Laws”.

**Governor’s Report**

Lt. Governor Wyman commented briefly on the budget challenges confronting the State and indicated the Governor’s continuing interest in and support for CETC’s efforts.

**Report of the Chair**

Mr. Shubert reported briefly on several matters:

**Amended CETC By-Laws**

Mr. Shubert reported that the proposed amendments to CETC by-laws would be tabled to the April 11, 2013 meeting to ensure participation by the requisite minimum number of CETC members in the vote.

**CETC 2012 Annual Plan Recommendations and Priorities**

Mr. Shubert noted that members’ folders include a chart summarizing recommendations in the 2012 CETC Annual Plan, providing examples of legislative proposals from several stakeholders, including the Campaign for a Working CT, Connecticut Workforce Development Council, and Capital Workforce Partners, each seeking additional funding to support initiatives aligned with CETC’s recommendations, and examples of no-cost efforts that could be pursued to support CETC’s priorities. He encouraged members to consider collaborative efforts that can be pursued to promote this policy agenda, focusing on a short list of priorities to get immediate impact and generate momentum. Mr. Shubert noted his view that in the near-term CETC’s efforts should focus on incumbent worker training, youth career pathways and contextualized learning as priorities for action. In the ensuing discussion, members expressed considerable interest in expanded use of apprenticeship strategies, particularly in manufacturing, allied health and energy sector jobs.

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### CETC 2013 Work plan

Mr. Shubert noted that members' folders include a chart laying out the 2013 dates for all meetings of CETC, each committee and work group, and initial target dates for statutory products and deliverables identified in the Annual Plan. He indicated that this work plan/schedule would be updated and reported quarterly, to ensure that CETC's work is identified, tracked and completed.

### OWC Report

OWC Interim Executive Director Kathleen Marioni provided a brief update on the status of several initiatives, including the STEP-UP program, State Energy Sector Partnership, Green Jobs Funnel Innovation grant, upcoming Workforce Summit, and training resources mapping being conducted by Public Works.

### Committees and Work Groups Reports

#### Industry Sectors Partnership Committee

Co-chairs Sharon Palmer and Catherine Smith noted that the committee's charge is to develop recommendations addressing workforce challenges confronting selected, high-value, high priority industry sectors critical to state economic growth and jobs creation, and to propose alignment of state economic development and workforce development strategies and resources to employers' concerns. They acknowledged the two active work groups already operating under the aegis of this committee, each to report at today's CETC meeting – the Allied Health Workforce Policy Board, and Advanced Manufacturing Work Group. Commissioners Palmer and Smith suggested it would be useful for this committee to take a lead role on CETC's behalf to monitor forecasts of growth trends and workforce needs in key industry sectors, reflecting the insights/strategic intelligence of key economists from all sectors, building on a foundation developed by the Office of Research at the Connecticut Department of Labor. The Co-Chairs indicated their intention to coordinate with staff to lay out a 2013 committee work plan.

#### Allied Health Workforce Policy Board

Co-Conveners Stuart Rosenberg and Frances Padilla noted that their work group's next meeting is January 17. They reported that the consulting team had completed the 2013 annual Allied Health Workforce legislative report (copies of the Executive Summary included in members' folders), featuring five recommendations, four of which come directly from the CETC annual plan. They noted that the report and recommendations will be shared with the legislature's Higher Education and Employment Advancement and the Public Health Committees and posted on the CETC and OWC websites. They indicated that the policy board plans to spend its next meeting discussing Federal healthcare reform and other state initiatives that will impact the allied health workforce. Members will also track and respond to legislation impacting the allied health workforce and keep CETC members alerted to issues of interest/concern.

#### Advanced Manufacturing Work Group

Co-Conveners Elliot Ginsberg and John Harrity reported that the Work Group last met December 11, next meeting scheduled February 5. They noted that the discussion in December's meeting focused on future priorities and steps beyond initial recommendations to CETC, reaching informal consensus on the importance of efforts to: identify all current efforts relevant to making an impact on the workforce challenges confronting growth of advanced manufacturing; facilitate ongoing discussion and information-sharing about who is working on key initiatives relative to advanced manufacturing workforce issues; "connect the dots of" relevant efforts; promote accountability by requesting progress reports from work group members; and suggest resource coordination and alignment. In the ensuing discussion members agreed on the importance of reaching out to leadership of the General Assembly's Manufacturing Caucus to share information about the work group's efforts and recommendations.

### Green Jobs Partnership

Co-Chair Thomas Burns reported on the work staff has done to connect the Partnership's efforts to the eleven broad recommendations in CETC's 2012 Annual Plan, identifying specific green jobs-related opportunities. Members discussed the need to mainstream "green" work-related practices into existing skills certifications to reflect changes in the workplace. There was considerable discussion about the importance of growing green jobs in Connecticut's manufacturing industry. On behalf of DEEP Commissioner Daniel Esty, Deputy Commissioner Susan Frechette Whalen reported on public comment received on the state's new Comprehensive Energy Strategy. Ms. Whalen also provided preliminary information about the impact of the 2012 Connecticut Conservation Corps program.

### Planning and Performance Committee

Co-Chair Lyle Wray reported that a draft of the 2013 CETC Annual Report would be forwarded to members for comment prior to submission to the Governor and legislature. The annual report will be an overview of key activity during the past year, including reorganization of CETC and its committees/work groups; production of the annual plan and recommendations; development of the OWC/CETC website, etc. With respect to the annual legislative report card, Dr. Wray noted that critical inter-agency data sharing agreements have been signed, work is progressing and the committee expects to be able to present the 2013 legislative report card to the full CETC in April. He reported that the committee was at work on developing and launching the quarterly dashboard. Members had decided to focus on several major areas: Labor Market Dynamics - including unemployment, high school graduation, and post-secondary degrees and completion; System Demand - including industry sector breakouts for allied health, manufacturing, finance and insurance, construction, installation, maintenance and repair, and hospitality and tourism; System Penetration - addressing the extent of services within the one-stop system statewide and at the regional level; System Service Delivery - addressing the numbers of individuals being served in major pipeline programs such as incumbent workers and adult vocational programs; and, System Outcomes - including measures of getting a job, keeping a job, earnings gains and the number and percent of individuals getting certificates or diplomas. Key policy questions to be informed by this work include: Are we allocating sufficient resources to various workforce programs? What proportion of those in need of services receives them? Are we generating sufficient numbers of newly prepared workers to meet industry demand?

### Career Advancement Committee

Co-Chair Carlton Highsmith reported that the committee will focus its efforts in the coming year on three recommendations embodied in the CETC annual plan, addressing: training costs and resources needed to pay for them; understanding the best uses of contextualized learning; and, leveraging resources across a broad spectrum of sources, including philanthropic and foundation support. Mr. Highsmith noted that the committee will propose standards for contextualized learning programs and prepare a report to CETC by September, addressing: typical operating budgets for effective contextualized learning programs; sustainable funding models, leveraging state, federal, local, philanthropic and private funds; a formal best practice sharing framework through the WIBs. He concluded by reporting that the committee plans to convene key community foundations and private funders to talk about its work and encourage their support for contextualized learning programs.

### Youth Employment Committee

In the absence of Co-Chairs James Ieronimo and Norma Ortega, committee consultant Barry Goff gave a brief report, noting that the committee's priority is developing proposed statewide standards for a Youth Career Pathways System. Previously Hartford Public Schools had presented an illustration of the progression of steps to move children from career exposure in the early grades, to career exploration, to career preparation. The committee reviewed the College Career Pathways program at Manchester Community College, one of several programs in the general category of dual enrollment/early college

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programs. June Sanford of the State Department of Education described the Career Pathways Program that she administers. The committee received a presentation on other types of early college/dual enrollment strategies, including UConn's Early College Experience, the oldest program of its type in the country. Use of Advanced Placement courses and examinations is another approach briefly discussed. The role of the workforce boards was identified as another important element in creating an effective statewide youth career pathways system. Mr. Goff concluded by noting that the committee's February 21 meeting will consider the potential utility of the student success plan as an existing system component to be aligned with youth career pathways system standards.

### **Updates**

#### **CT Workforce Development Council**

On behalf of the Workforce Development Council, William Villano (Workforce Alliance) provided an overview of the 2012 Summer Youth Employment Program (report distributed at the meeting) and the Council's 2013 Policy Platform (paper distributed at the meeting). Mr. Villano noted that the WIBs had to turn away more than 6,000 eligible applicants for summer jobs, due to resource limitations. He reported that three of CWDC's four policy priorities align with CETC's recommendations.

#### **Campaign for a Working Connecticut**

Alice Pritchard reviewed the Campaign's 2013 legislative policy priorities (distributed at the meeting), alignment with CETC's recommendations, associated requests for state investments, and discussions underway with various state policy leaders.

### **Other Business and Adjournment**

Mr. Shubert noted that the next CETC meeting is April 11 at a location to be determined.

Having no additional business to conduct, Mr. Shubert adjourned the meeting at 10:40 a.m.