

Meeting Minutes

Monday, March 16, 2015

Attendees: Melissa Butts (JTF), Beth Goguen (DCS), Marilyn Boyle (DCS), Cheryl Ransom (DESE), Clinton Dick (DPL), Joan Boucher (DCS), Luz Gonzalez (DUA), Wendy Hamlett (DUA), Joanna Mateus (BWIB)

Proceeded by: Melissa Butts

GOAL:

To identify the State's process for verifying licensing, the quality of programs and the financial stability of vendors approved on the ETPL.

NOTES:

The partners (DPL, DLA and DESE) reviewed their processes for approving and monitoring vendors.

DLS (via Joint Enforcement Task Force on the Underground Economy and Employee Misclassification): Melissa provided and reviewed the compliance checks she conducts on employers (vendors being employers). She provided a flowchart also. We reviewed some of the status' and how they're defined on the first run of vendor checks we conducted with her a few months back. Copies of Compliance check letters that DLS uses were provided. See Chart with Criteria below.

DPL: Clinton also provided an outline of the DPL process. It was indicated that DCS would be looking for licensing, a Waiver or exemption from DPL for all vendors. Clinton indicated it would be a good idea to start getting that out there so vendors can start working now with DPL as the process can take up to 6 months in some cases.

DESE: Cheryl indicated they go through an RFR process for approving vendors which is different from DCS and DLP. There are specific criteria outlined ion the RFR and assurances that vendors must respond and self-attest to. Compliance checks are part of that RFR process also. She agreed to forward the RFR criteria to Beth Goguen. (Criteria attached). It was determined we needed a closer look at DOE's process.

It was noted in the meeting that DCS needs to reach out and aquire representation from Higher Ed and the AGO's Community Information and Education Division. Beth Goguen is working with the Executive office to assist with another Higher Ed representative. Beth has also reached out and will follow up with Morgan Callahan, Program Manager, Community Information and Education Division. She did a presentation at the March 4th Partner's Meeting.

Finally there was discussion about how to handle out of state vendors. Because this is a National Program, the out of state vendor needs to be on the State where they are located's vendor list and we will look into reciprocity, especially for New England states.

All representatives at the meeting including BAWIB and DUA asked thoughtful and insightful questions and provided information regarding their processes and the barriers they face. It was noted that this information will assist in drafting the policy.

Next Steps:

DCS will take back all the information provided, review, analyze and provide a chart for the March 25th meeting. DCS will also prepare the agenda for the next meeting.