

MassHire Central Region Workforce Board
Executive Committee
August 15, 2019; 8:15 AM
Meeting Minutes

Attendees: Rosalie Lawless, James Chabot (proxy for Janice Ryan Weekes), Paul Gilbody, Joshua Froimson, Robin Hooper, Leslie Parady, Libis Bueno

Staff: Jeff Turgeon

- R. Lawless welcomed the committee members and asked everyone to review the agenda and note any conflicts of interest. None were noted.
- Upon a motion by J. Froimson and second by L. Parady, the minutes from the committee's June 20, 2019 meeting were unanimously approved.
- J. Turgeon discussed the need to revise the Individual Training Account (ITA) provider review policy, noting the changes to the document included in the meeting agenda packet. The committee noted a few places where the Board was still referred to as the "CMWIB" and a few other typographical errors. J. Turgeon will update these. A motion was made to approve the policy with these revisions by R. Lawless and seconded by L. Bueno. The motion passed unanimously.
- J. Turgeon discussed the status of several projects; the career center is now addressing the several small items noted in the annual monitoring report from the Board, and has filled a key vacancy at the BEST supervisor position. J. Chabot discussed the Access To Recovery (ATR) project that has had great success at the career center and J. Turgeon noted they are also working with the state on piloting a new program to assist job seekers receiving housing vouchers. R. Hooper noted a similar project that she had worked on had numerous hidden costs associated with it and suggested we watch out for these potential pitfalls. J. Turgeon will forward the draft project outline for her to review and offer feedback to Janice Weekes, and he thanked her for this offer of assistance. J. Chabot also let the committee know the date of this year's UnCommon job fair on the Worcester Common will be Friday, Sept. 20th. He will send the employer recruitment flyer to J. Turgeon to distribute.
- J. Turgeon also highlighted that the Worcester Jobs Fund is now recruiting for a Commercial Driver's License – Class B training program and a medical office administrator training program. He also discussed the summer YouthWorks program which has served approximately 275 youth, including 10 youth taking part in new IT-focused placements funded through a special YouthWorks line item. One YouthWorks concern brought to the committee's attention was the need for partner agencies to get participant eligibility documentation information from Worcester Community Action Council earlier, so they have more time to gather this before the program starts. The committee also suggested that with WCAC getting a new director, Marybeth Campbell, it may be a good time to highlight this program in the press. J. Turgeon will follow up on these recommendations.
- J. Turgeon then informed the committee that work on the three regional industry consortia is ongoing, including year two of the manufacturing consortium (remake 4.0),

the healthcare consortium, and the launch of the new consortium for Transportation/Logistics/Warehousing that is being spearheaded by MCRWB member Jil Wonoski and new board member Dean Messier (now at Imperial Distributors) on the afternoon of September 12th. L. Bueno asked to receive an invitation (J. Turgeon to send this).

- J. Turgeon discussed the school to career connecting activities program, funded by the state, which was level funded but noted last year a second round of special funding was offered, so this year's program will be smaller than last year since this year's allocation does not include this second pot of funding. He also informed the committee of a problem the Board is having with one of the key program partners, the Worcester Public Schools, in getting their billing and participant data submitted in a timely manner, creating programming challenges for the region. He noted he will be discussing this issue for the third straight year and will be largely focusing the cuts to the budget (from last year's expanded program to this year's baseline only budget) to this partner for these reasons.
- J. Turgeon let the committee know that the MA Secretary of Labor will be joining the regional workforce blueprint planning team meeting at their next meeting on October 8th (place to be determined). A save the date will go out soon to planning team members.
- L. Bueno noted he will be coordinating a meeting of the computer coding/IT expansion work group in the near future. He has recruiting a colleague that operates a highly regarded teen training program to assist in this effort, along with a representative from Worcester State University.
- J. Turgeon let the committee know he is working with the two sub-committees (the Adult Career Pathways/Career Center committee and the Youth Workforce Council) to revise past year "dashboard" reports that helped track performance in these areas.
- J. Turgeon will be scheduling a new member orientation for new members Sherri Pitcher and Dean Messier in the near future. He also informed the committee that they are interviewing for the vacant program manager position and have revised the job description for the Resource Development (Associate Director) position that is now also vacant with Ethan's departure. He invited the committee to help send off Ethan next Thursday afternoon (he will send an invitation out to the full board).
- J. Turgeon asked the committee if they had any thoughts on guest speakers for the next full board meeting. L. Bueno suggested looking someone that may be knowledgeable about the impending changes to US Immigration policies and how they may affect our local economy/workforce. J. Turgeon said he will look into a possible resource for this but wasn't sure if enough is known yet about the new policy changes to discuss potential local impacts.
- The next committee meeting will be Thursday, Sept. 19th at 8:15am.
- Hearing no other business, the meeting was adjourned.

Respectfully submitted by: J. Turgeon