

Worcester Jobs Fund Oversight Committee

April 12, 2017

10:00am

CMWIB, 340 Main Street Suite 400, Worcester, MA 01608

Meeting Minutes

WJF Oversight Committee Attendance: Leonard Cooper, Dania Flores, Karen Pelletier, Frank Kartheiser, John McGovern, Thomas Maloney, Lauren Morano (proxy), Howard Lucas (proxy) & Michael Beaudry (proxy).

WJF Program Director: Kelsey Lamoureux.

Guest: Paul Morano.

- The meeting was called to order after a quorum was established.

Approval of February 8th Meeting Minutes:

- The meeting minutes from February 8, 2017 at 340 Main Street were reviewed and unanimously accepted via a motion by K. Pelletier and a second by H. Lucas.

Discussion of TIF Project Review Process:

- P. Morano stated that the Armory Business Center Project on 49 Canterbury Street is continuing to advance through the TIF process. The unit is expected to be a total of 20,000 sq. ft., divided into 10 potential units of viable, modern manufacturing space. The plan is scheduled to go before the Economic Development Office for review on April 25, 2017 and a meeting between the Worcester Jobs Fund Oversight Committee and the developer will be scheduled as soon as possible. F. Kartheiser asked if we will have any influence in the process. P. Morano stated that the developer may benefit from a list of minority and female owned vendors and local contractors, but the Worcester Jobs Fund would not be a suitable group to provide this list. L. Cooper suggested that the Small Business Association (SBA) complete the list. K. Pelletier stated that the Chamber of Commerce has been assisting minority, female, and veteran owned businesses to register with the state's list of businesses. H. Lucas inquired about the cost of the development and P. Morano responded that the cost will be 1.7 million dollars.

WJF Financial Report:

- K. Lamoureux presented the financial reports for the Worcester Jobs Fund, Washington Square Project, and Department of Transportation grant. The financial report was reviewed and unanimously accepted via a motion by F. Kartheiser and a second by D. Flores. K. Lamoureux presented several budget proposals to allocate the funding for the remainder of Fiscal Year 2017. F. Kartheiser made a motion to increase the Industrial Food Production Training budget by \$924.00 in order to serve an additional 8 clients. The motion was seconded by D. Flores and unanimously approved. D. Flores suggested that an end-of-year celebration be held to bring all of the graduates from the past year together. P. Morano stated that City funding should not be

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used for an event like this and K. Lamoureux offered to reach out to local employer partners to inquire about the possibility of them sponsoring the event. F. Kartheiser made a motion to use up to \$3,100.00 to provide support services, such as transportation or clothing assistance, to participants when they report their wages and employer feedback. The motion was seconded by J. McGovern and unanimously approved. D. Flores made a motion to use any remaining funds for training supplies in order to build capacity for future job trainings. The motion was seconded by F. Kartheiser and unanimously approved.

WJF Director Report & Program Updates:

- K. Lamoureux provided updated information on the post-graduation activities for Worcester Building Pathways, CDL A, Community Health Worker, CDL B, and Diesel Technician graduates. K. Lamoureux stated that target enrollment of 50% female enrollment in Worcester Building Pathways Cycle 2 has been reached and that 6 females and 6 males began training on April 3, 2017. One graduate from the September CDL B training program was hired by the Department of Public Works in the Water department with the City of Worcester and two graduates began apprenticeships as diesel technicians at Tri-State Truck. K. Lamoureux noted that recruitment for the Industrial Food Production Training is ongoing and 15 participants have been recruited to begin training on April 15, 2017. K. Lamoureux noted that they recently filed an application for the “Equal Opportunity in Construction Trades Grant” to recruit more underrepresented populations into the trades. Additionally, the Worcester Jobs Fund partnered with Urban Agenda to give them support for their training programs in exchange for Case Management services. H. Lucas inquired about the reasons for such low placement rates for graduates and suggested that more employer engagement is necessary. K. Lamoureux stated that the placement rate for the overall graduates is above average and that the monthly updates only reflect placements that have occurred in the last 30 days. K. Lamoureux also stated that apprenticeship programs typically only accept new apprentices one or two times a year and almost all graduates are working in temporary, lower-wage positions while waiting for apprenticeship opportunities to begin. Currently the Worcester Jobs Fund does not count non-training related employment positions as successful placements.

Future Project Ideas, 15 Minutes

- K. Lamoureux described the healthcare pipeline that is being explored in collaboration with the YouthWorks Summer Jobs Program. K. Lamoureux explained that WCAC places youth into 7-week, subsidized job placements during the summer. Local employers in the healthcare industry are stressing a need for Certified Nursing Assistants and this short term training program would be feasible to offer to 6-8 youth in Worcester for approximately \$10,000. This training would allow youth, who are not planning on continuing higher education, the opportunity to pursue their interest in the healthcare industry and earn entry-level credentials. K. Lamoureux invited Oversight Committee members to offer feedback on whether or not this concept should be further explored. J. McGovern noted that many of the high schools, including Worcester Technical High School and North High School, already offer this credential to their students. F. Kartheiser noted that many students are not able to get into the health sciences courses because they did not start on this track during their freshman year of high school. L. Cooper suggested that the Workforce Investment Board fund this training and that he does not feel comfortable

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voting on the program without more information. K. Lamoureux stated that this partnership is not fully formed yet, and at this stage, feedback is just necessary to indicate whether or not it should be continued to be explored. D. Flores stated that CNA is a job opportunity that involves a lot of difficult work for low pay and she would prefer to fund training programs for positions that earn \$25 or \$30 per hour. K. Pelletier noted that there is a lot of local employer demand for CNAs and that WCAC and the CMWIB successfully implement a CNA training through Urban Agenda this past year. L. Cooper stated that he would prefer more information about this concept before voting on allocating funding. K. Lamoureux stated that she would develop this concept further in preparation for the next meeting.

- K. Lamoureux presented the concept of providing CDL B training to some of the youth from 2017 DPW Summer Youth Employment Program Pilot. H. Lucas asked if there was employer engagement built into the model. D. Flores stated that she did not want to provide training for a DPW pipeline if graduates would need to wait several months before being hired. L. Cooper suggested that having a more in-depth description of the program would allow Oversight Committee members to further review the concept. K. Lamoureux stated that a program description has already been requested from Eric Batista at the City Manager's Office. D. Flores would like to know if the positions are being paid for through the DPW.

Tabled Items:

- L. Cooper suggested to table the remaining three items (Discussion on Meeting with Other Training Programs, Worcester Jobs Fund Oversight Committee Membership (WCLC), and Review of Two-Page Summary from Youth Employment Study) until the next meeting.

Adjournment:

- At 11:40 a.m. a motion to adjourn was made by K. Pelletier, was seconded by L. Morano and was unanimously approved.

The next monthly meeting will be held Wednesday May 10, 2017 at 10:00 a.m.