

## Minutes of Monday, January 8, 2018, 6:00 PM

### **Present:**

Patrick Hare – District 5  
George Cortes – District 2  
Greta Kenney – District 5  
AiVi Nguyen – District 1  
Florette Willis – District 4  
Kathleen Rentsch- District 1

### **Absent:**

Shirley Konneh – District 3

### **Staff:**

Suja Chacko, Human Resources

### **Guests:**

Kelsey Lamoureux, Director of the Worcester Jobs Fund

1. The meeting was officially called to order at 6:12 PM. Greta Kenney welcomed all.
2. The Chairperson called for a motion to approve minutes on 1/8/18. On a motion by AiVi Nguyen and seconded by Patrick Hare, the minutes were approved.
3. The Chairperson decided to start on the next agenda item, while waiting on arrival of the guest speaker, and come back to the previous agenda item, once the guest arrives.

### **Affirmative Action Policy Sub-Committee Updates:**

- Mr. Patrick Hare was given the floor to discuss the updates from the sub-committee meeting. Patrick announced that a revised version of the Affirmative Action Policy, which was contributed by AiVi Nguyen, would be used by sub-committee members, moving forward. Patrick informed the committee that this document will be distributed to them for their final commentary on the document, and will be finalized by sub-committee members at their February meeting.
4. Kelsey Lamoureux, Director of the Worcester Jobs Fund, gave a brief overview of the Central MA Workforce Investment Board and the CDL training program. Kelsey explained the role of the board and the community partners and organizations the board collaborate with. The board provides job training and related services to

individuals with previous obstacles to employment, and the population group that is served is very diverse.

Kelsey explained the different cycles of training programs, which includes 42 participants. When the office recruits for their programs, they aim to recruit underrepresented groups, who are eligible for the career pathways. The office partners with many City of Worcester departments, city organizations, and community partners to recruit for their programs.

AiVi Nguyen asked about the impact of the training programs, and if there are liaisons that work with participants to obtain open positions. Kelsey responded that this is a function of her role, and the goal of the Worcester Job Fund is job placement and retention. Kelsey mentioned they had 88% job placement of graduates in the previous year. Florette Willis asked about tracking of retention of participants of programs, and Kelsey responded that retention is tracked for up to 3 months after job placement.

In response to George Cortes's question about recruitment strategies for vacant positions for graduates of the program within the City of Worcester, Kelsey responded that the office has had a chance to place 2 graduates within open, vacant positions within the City of Worcester in the previous year. Kelsey spoke of the process of Civil Service that can extend the job placement.

Kelsey explained further about the CDL program, which through the Career Center, participants can obtain federal funding to cover the training costs. The number of participants, that are eligible for this funding type, would range from 5 to 10 per year. Kelsey believes the biggest hindrance in attending the program for participants, who come from low-income backgrounds, is transportation costs. The providers of the trainings are usually located at far distances, and there are associated transportation issues and costs for participants to attend these trainings. The positive impact of the Jobs Fund, is contracting providers to come to Worcester and provide trainings locally to participants, which addresses these key issues. To overcome the financial barriers, Kelsey also recommended a provisional licensing hiring for applicants, where they could work while aiming to obtain their license within 6 months. George Cortes responded that the committee should make a recommendation to the City Manager

for the option of a City of Worcester department, such as DPW, to provide the trainings for CDL licensing, to address these key issues mentioned.

5. **Sub-Committee for Hiring/Retention Manual**

Greta Kenney mentioned that this particular sub-committee would be meeting a week after the January full board meeting, and the members included Shirley Konneh and AiVi Nguyen, with Greta Kenney as ex officio. The resources give to this sub-committee to use as a reference were pages focused on hiring and retention from the original Affirmative Action Policy document as well as previous Hiring Policy and Hiring Manual documents used by Human Resources.

6. **Announcements:**

• **January 2018 Outreach Opportunities:**

- City of Worcester Opportunity Fair to be held on 1/17/2018 at the First Presbyterian Church of Ghana, 5 Chestnut St. (Rescheduled)
- Worcester Fire Department Open House Sessions to be held on 1/10/2018 and 1/13/2018 at Worcester Fire Training Division, 141 Grove St

- **Woman of Consequence Award** nominations due by 5PM, 1/12/2018
- **Next Firefighter Exam is 3/24/18.** Application deadline 2/7/2018
- **April 11-13th 2018:** MA Fair Housing and Civil Rights Conference

7. The Meeting was adjourned at 7:33 PM

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