

CENTRAL MA. WORKFORCE INVESTMENT BOARD
Quarterly Board Meeting
January 19, 2012
8:00AM
CMWIB 44 Front St. Suite 300, Worcester, MA
Meeting Minutes

The following members/proxies were present: D. Anderson; T. Bauer; G. Carberry; J. Froimson; J. Dagilis; S. Gately; R. Kennedy; P. Morano; T. Stone; D. Wallace; D. Osborn; P. Soucy; M. Boone; L. Parady; P. LaFleur; R. Lawless (Chair); R. Scott; L. Miller; D. Hennessy; K. LaTulippe; J. Mello; D. Perro; R. Thomas

The following members were not in attendance: B. Allen; G. Carmark; J. Hamerly; C. Richard; P. Rogers; C. Carlson; T. Provost; M. Richman; P. Gilbody; P. Mullarkey; D. Bono; L. Cooper; D. Penta; D. Post; J. Poteete; R. Scrivens

The following CMWIB staff members were present: J. Turgeon; R. Zukowski; S. McGauley; K. Crowley

Guest(s) present: A. Goff; T. Sioui

1. **Call to Order, Announcement of Quorum & Note of Conflict of Interest:** R. Lawless noted a quorum was present and called the meeting to order at 8:05AM. There were no conflicts noted at this time.
2. **Vote:**
 - a. **Approval of October 20, 2011 Meeting Minutes:** Upon a motion by S. Gately and a second, the board unanimously voted to approve the October 20, 2011 Meeting Minutes.
 - b. **Election of Chair:** D. Perro announced that at the January meeting, the board will take nominations and elect a chair for the board. D. Perro opened the meeting up to nominations. R. Lawless, current chair, was nominated to continue serving as chair and no other nominations were made. Upon a motion by P. LaFleur, and a second, the board unanimously voted to approve R. Lawless as the Chair of the CMWIB.
 - c. **MORI Grant RFP:** D. Anderson directed the Board's attention to the Summary of Proposals for the Refugee Targeted Assistance Grant (please see handouts section). He noted that they had received 2 proposals; a proposal from the Lutheran Community Services, Inc. was complete, reviewed and scored. A proposal submitted by the African Community Development Corporation was missing information on the bidder's financial management system and therefore not complete and was not scored. The proposal review team was made up of K. Crowley, J. Weekes, D. Anderson, and R. Zukowski and the recommendation was revised and approved by the Career Center/ Adult Career Services Committee. D. Anderson reviewed recommendation and opened it up to the committee for discussion noting that per the suggestion of a board member, the staff posted an "interested partner list" where organizations who are looking to collaborate on the grant can find each other. There was lengthy discussion regarding making collaboration a weighted item on future RFPs to encourage collaboration.
Action: S. McGauley will gather the Board's feedback from the detailed meeting notes and forward to the Committee Chairs to review when reviewing RFP language.
Action: The board requested that S. McGauley send out a link to the board on the CMWIB's website where all of the RFP materials were posted.
Vote: Upon a motion by R. Thomas and a second, the board unanimously voted to approve the Career Center Committee's recommendation to approve Lutheran Social

Services for the Refugee Targeted Assistance Grant and move forward with contract negotiations.

3. **State Budget Discussion:** Due to scheduling conflicts, Massachusetts Senator Stephen Brewer was unable to attend the meeting and this discussion was tabled. J. Turgeon noted the lack of funding in this year's budget for YouthWorks summer youth employment. The CMWIB is working with Worcester Interfaith to educate officials about the importance of this program. **Action:** J. Turgeon will forward information about this effort to Board members.
4. **Worcester Economic Development Presentation:** City of Worcester's Chief Development Officer, Timothy McGourthy, presented on how the City of Worcester is connecting its economic development efforts with workforce development. (Please contact S. McGauley at McGauleyS@worcesterma.gov for a copy of the presentation). The board then discussed the City's efforts.
5. **CMWIB Committee Goals Discussion:** This discussion was tabled due to limited time. **Action:** J. Turgeon will email the committee goals out to the full board for review.
6. **Program Updates:** Members were directed to the Program Updates (see handouts section).
7. **Other Business**
 - a. **STEM Grant close out:** J. Turgeon reported that the STEM Grant will be winding down over the next 3 months. STEM Project Director Lisa Derby Oden has accepted a new position with MassMEP. Since they were a partner on the grant they will be allowing her assist in the grant close out. The board thanked her and her team for an outstanding job.
 - b. **Unemployment Insurance walk-in service update:** D. Anderson reported that the walk-in capacity for UI at the Career Centers will end in March. The system is transitioning to a phone and online only service. Staff is advocating to the state for a public relations campaign to let the general public know ahead of time about the change. Staff will be working internally to do its own public relations, and are looking for support from board members.
 - c. **CMWIB ad-hoc membership work group:** Staff is working to build membership. A Membership Ad Hoc Committee is being formed. All members interested in joining this committee should contact Jeff Turgeon at TurgeonJ@worcesterma.gov.
 - d. **Federal Community College/Workforce Grant:** The launch event for this grant will be taking place on Monday, January 23rd at the CMWIB office. All members are welcome to attend.
 - e. **Grant Applications/RFP's** Please see the handouts section for a list of current grant projects the CMWIB is involved with.
 - f. **2012 Meeting Schedule:** Please refer to handouts section.
8. **Member Announcements:** The CMWIB congratulated M. Boone on her Person of the Year award from Worcester Magazine.
9. **Adjournment:** There being no other business, G. Carberry motioned to adjourn the meeting at 9:40AM.

Next Meeting: April 19, 2012

*Respectfully submitted,
Sean McGauley
CMWIB
Communication and Operations Specialist*