

**Central Massachusetts Workforce Investment Board**  
**Meeting Minutes**  
**July 17, 2014**  
**8:00 a.m.**

**The following members/proxies were present:** C. Carlson; K. Brenner (Proxy for M. Boone); T. Bauer; B. Metayer (Proxy for G. Carberry); J. Dagilis; M. Berard (Proxy for J. Froimson); P. Gilbody; L. Parady; L. Baker (Proxy for T. Stone); R. Thomas; D. Wallace; R. Lawless; J. Mello; C. Campanale (Proxy for J. Weekes); S. Irving; K. Koller; P. Hart (Proxy for B. Gooding); T. Murray; M. Riolo; E. Spencer; D. Penta

**The following members were not in attendance:** G. Carmark; J. McGravey; T. Provost; C. Richard; M. Richman; T. Connors; E. Bartkiewicz; M. Gaye; K. LaTulippe; L. Miller; P. Morano; D. Osborn; R. Scott; P. Soucy; R. Scrivens; L. Bueno

**The following CMWIB/WCCC staff members were present:** J. Turgeon; S. McGauley

**Guest(s) present:**

1. **Call to Order, Announcement of Quorum & Note of Conflict of Interest:** R. Lawless announced a quorum was present and called the meeting to order at 8:09AM. There were no conflicts noted at this time.
2. **Vote:**
  - a. **Approval of May 1, 2014 Meeting Minutes:** R. Thomas noted a typo in the minutes that should have listed his organization as the Martin Luther King Jr. Business Empowerment Center and not "Employment Center." Upon a motion by R. Thomas and a second, the Board unanimously voted to approve the May 1, 2014 minutes with the correction to the typo.
  - b. **Review/discussion/vote on strategic plan:** J. Turgeon presented the members with an overview of the strategic planning process and goals.

**Action:** R. Thomas requested J. Turgeon send him the chart that outlines the country of origin for immigrants/refugees in Worcester.

**Action:** J. Turgeon to send L. Parady the brochures from the former adult vocational training program, WITI.

After some discussion, the Board made a recommendation to tweak the language of the CMWIB goals to include specific reference to providing outreach activities to organizations serving the growing populations of immigrants/refugees in the city. J. Turgeon also noted the addition of surveying business customers to the goals.

**Vote:** Upon a motion by P. Gilbody and a second, the Board unanimously voted to approve the strategic plan with the proposed changes.
3. **Updates:**
  - a. **Workforce Central Leadership:** R. Lawless noted J. Weekes has been hired as the new Director of Workforce Central. Her former position as State Operations Manager at the Worcester Workforce Central has filled quickly with a former staff member of the Department of Unemployment Assistance, Kathy Jackson. The Career Center is now fully staffed for leadership. R. Lawless also thanked C. Campanale for her hard work as Interim Director and reported that she has been promoted to Deputy Director.

*The City of Worcester does not discriminate on the basis of disability, The CMWIB will provide auxiliary aids and service, written materials in alternative formats, and reasonable modifications in policies and procedures to persons with disabilities upon advance request. Please contact Sean McGauley ([McGauleyS@worcesterma.gov](mailto:McGauleyS@worcesterma.gov)) or 508-799-1590) or the ADA Coordinator at [disabilities@worcesterma.gov](mailto:disabilities@worcesterma.gov).*

- b. **Workforce Central/CMWIB Lease:** The Worcester Workforce Central and the CMWIB are set to move to the new location at 340 Main Street. Staff hope to invite members to the new space to see the design as it gets rolled out in the near future.
  - c. **Programs & Activities** Please see handouts section for full program and activities update. J. Turgeon highlighted that roughly 400 youth are participating in YouthWorks with a lot of new partner sites this year and thanked Worcester Community Action Council (WCAC) for its hard work and dedication in coordinating the program. Staff at WCAC are working with CMWIB staff to help promote the successes of the program through local media outlets.
- 4. Other Business**
- a. **State and Federal Budget Update:** Staff noted a 6-10% increase in the budget which will help to offset the costs associated with the move and offset last year's cuts.  
**Action:** J. Turgeon to create and distribute to the members a full summary of our funding levels.
  - b. **Workforce Investment Act reauthorization:** Please see handouts section. The Workforce Investment Act (WIA) has been reauthorized under the new name the Workforce Investment Opportunity Act (WIOA). Under WIOA there are some relatively minor changes, but nothing that should significantly impact the Board in the near future.
  - c. **Federal Apprenticeship Initiative:** D. Wallace reported that a Healthcare roundtable was held in June to look at expanding apprenticeships in healthcare. Under orders from President Obama, the nation is looking to double the number of apprenticeships overall in the next 3 years.  
**October CMWIB "Retreat":** At the last CMWIB meeting, members presented the idea of a half day 'retreat' to allow for more in-depth discussion and planning. Staff is looking into a half day retreat on a Friday in October. Members were asked to think about two-three topics to frame the discussion of the retreat.  
The following topics were mentioned: "Grow your own workforce" model, areas that members can help out with, and looking into reasons preventing certain industries from growing.  
**Action:** Create a pre-survey to send out through the Chamber, employer groups, and Human Resource Organizations.
5. **Adjournment:** R. Lawless thanked D. Penta for hosting the meeting. Upon a motion by T. Bauer and a second, the meeting was adjourned at 9:34AM.

*Respectfully submitted by,*  
Sean McGauley  
CMWIB

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