

CENTRAL MA. WORKFORCE INVESTMENT BOARD
CMWIB Office 44 Front Street, Suite 300 Worcester, MA

Executive Committee Meeting
August 21, 2014

Members in attendance: Robert Thomas, Ron Scott, Janice Weekes, Jeff Turgeon, Rosalie Lawless, Paul Gilbody, Keesha LaTulippe, Melinda Boone, Sean McGauley

- **Welcome, note of potential member conflicts of interest, & confirmation of Quorum:** R. Lawless called the meeting to order at 8:07AM. R. Thomas noted a potential conflict of interest.
- **Items for Vote:**
 - **Approval of June 19, 2014 Executive Committee meeting minutes:** Upon a motion by R. Thomas and a second, the Committee unanimously voted to approve the June 19, 2014 meeting minutes.
- **Previous Business:**
 - **Executive Committee Strategic Goals Review:** J. Turgeon reviewed the Strategic Goals (please see handouts section) with the Committee. The group discussed views around the use of social media by the Board and members.
Action: S. McGauley to send an email out to the board about the Board's use of LinkedIn and invite them to join the CMWIB LinkedIn group and participate in Workforce Central's LinkedIn Workshop.

The group then discussed which goals could involve member engagement. J. Turgeon noted that he would be meeting with members for one on one sessions and it would be a good opportunity to engage members as well as develop 'member profiles'.

Action: J. Turgeon to set up one on one sessions with members to complete member profiles and engage them with the Board's goals.
Action: J. Turgeon to complete the status update section of the goals for the next meeting. - **Staff Cultural Competency Training Discussion (cont.):** K. LaTulippe reported that the Cultural Competence Advisory Committee (CCAC) has been tabling the conversation around staff training to ensure inclusion from J. Weekes. J. Weekes and K. LaTulippe agreed to meet offline to discuss the training before the next CCAC meeting. K. LaTulippe reported that the CCAC hopes to have a proposal for the Committee by the next meeting.
 - **WIB/WCCC Space Update:** Staff have been contacted by the state to report that some concerns about the new space have been expressed by the union. Union Representatives have a list of 8 items that will be reviewed, but in the meantime staff are still moving forward with the move. More information to come.
 - **WIA Reauthorization:** The Workforce Innovation and Opportunity Act (WIOA) is set to be implemented in approximately a year and a half. The new act will include some changes, but it is unclear at this time how it will affect our region. More to come.
 - **Federal & State Budget :** The Committee reviewed the budget summary sheet (please see handouts sections). The budget is slightly up from last year. Staff are focused on looking at the 'other' category which includes non-traditional grant funding from foundations and other sources. Ethan Brown, the CMWIB's new Resource Coordinator has been networking and

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getting to know different agencies and foundations in the area. Please contact TurgeonJ@worcesterma.gov if you know of any events Ethan should attend.

- **Revolving Loan Fund & 501c3 Application:** It was reported that these projects are currently on hold.
- **October Meeting Retreat:** The Committee reviewed the draft survey to be sent out to local business groups to gain feedback to be used at the member retreat (please see handouts section).
Action: J. Turgeon to add a question for employers about “foreseen vacancies” in addition to current vacancies.

In addition to the vacancy data from the survey, data from Help Wanted Online will be utilized at the member retreat to see where job postings stay open longer and additional data.

- **Programs Update:**

- **WTFP Consortium & Healthcare Grant Applications/Projects:** There are two programs up and running in Southbridge with 11 companies for incumbent worker training. In addition, another project in Worcester has started with 6 companies. A \$180,000 grant has been submitted for a health care training on transition of patients in Southern Worcester County.
- **Worcester Job Training Fund:** Staff are working with the planning team and Community Labor Coalition to find a host agency for the fund and staff person. The CMWIB took a lead on doing jobs screening for construction jobs; however, there were issues on job seekers showing up. The Coalition will be meeting to address the issues.
- **Uncommon Job Fair:** The second annual Uncommon Job Fair is scheduled for September 12th on Worcester Common (please see handouts section for flyer).
Action: S. McGauley to send out the flyer to the members.
- **WCCC Skills Task Force:** The Career Center staff have been increasing a focused service on industry clusters. As a part of the transition, staff have developed info sheets on the 11 identified industry clusters. The CMWIB membership will be broken down to match up into these industries and asked for feedback and comments on the sheets. As a follow up, events will be created around the industries and members can be engaged in these events.

Action: The group recommended that the J. Turgeon and J. Weekes talk to the I-Team about adding ‘education’ as the next industry.

The Committee discussed connecting Worcester Public Schools with the Community Labor Coalition to help address some recent issues with civil service candidates.

Action: J. Weekes to follow up with Worcester Public Schools Human Resource staff and schedule an information session.

- **Other Business**

- **General announcements:** J. Weekes announced that the Career Center has been strengthening community outreach and creating a relationship with the Worcester Public Library.

- **Next Executive Committee Meeting, September 18, 2014; 8:00am**

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Respectfully submitted by,
Sean McGauley
CMWIB Staff