

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

**Executive Committee Meeting**  
**June 18 2015**

**Meeting Minutes**

**Attendance:** Rosalie Lawless, Ted Bauer, Robert Thomas, Melinda Boone, Paul Gilbody, Ron Scott, Keesha LaTulippe, Jeff Turgeon

- Rosalie welcomed the committee members via the phone and asked if anyone had a potential conflict of interest. No specific conflicts were noted. She then asked Paul to facilitate the meeting.
- The Committee then unanimously approved the meeting minutes from the March 26, 2015 Executive Committee meeting.
- Previous Business:
  - Executive Committee Strategic Goals Review: J. Turgeon discussed the committee's goals for 2016 and noted the addition of the transition to WIOA and asked for guidance on additional elements to include. M. Boone suggested including a reference to follow up on the City's Dialogues on Race now being conducted, which includes a specific section on economic and workforce development occurring on Monday, June 29<sup>th</sup> at 6pm at WTHS.
  - **ACTION:** J. Turgeon to add in the following goal, "to Review recommendations from the City of Worcester's Dialogues on Race to determine appropriate actions for the CMWIB to take as it relates to current polices, programs, and services, including its work with the private sector."
  - **ACTION:** J. Turgeon and K. LaTulippe to meet to review the recommendations put forth to determine which ones may be actionable for the CMWIB to undertake.
  - Staff Cultural Competency Training Discussion: J. Turgeon noted that the City Human Resources Department is planning to offer training similar to what has been sought.
  - **ACTION:** J. Turgeon to forward any offer of training assistance from the City to the CCAC for review.
  - CMWIB/WCCC Space Update: J. Turgeon noted the final lease has still not been signed yet.
  - WIOA Transition: J. Turgeon noted that the transition to WIOA allows for a new membership configuration should we choose it. A membership ad hoc committee has been established to discuss relevant issues and make membership recommendations to the City Manager. J. Turgeon has also met with the City Manager to begin discussions regarding membership as well as potential WIOA requirement to competitively bid the career center operations, currently being performed by the City (Workforce Central Career Center Division).  
**ACTION:** J. Turgeon to hold a membership ad-hoc committee meeting to review membership.
- Programs Update:
  - YouthWorks Summer Program: J. Turgeon reviewed the plan for this summer's YouthWorks program includes service to 325-330 youth (including 90 participants in the WPS College Connections Program, which meets for only a 3-week period), and noted that the increase in minimum wage from \$8 to \$9 per hour and state budget cut of approximately \$35,000 results in about 75 less participants this year versus last year.
  - Worcester Job Training Fund: J. Turgeon reported the jobs fund oversight committee is up and running and an RFP is current open to find an independent contracted director to oversee the day to day implementation of the project under the general guidance of the WJF Oversight Committee. The

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contract amount is \$50,000 per year (with potential for additional commission). Members were asked to forward the RFP to any suitable candidates that they may know.

- WCCC I-Team & Services (Demand-Facing Restructure, ACT/Career Ready 101, Bounce): J. Turgeon discussed with the committee the launch of the Career Center redesign process, which he described as a very significant project. Some associated challenges, including the need for new customer services, staff roles, and change in culture were discussed.
- Other Business
  - FY 16 Annual Plan: J. Turgeon stated that the plan will be submitted to the State with very little changing from last year. Any future changes to the plan can be made with Board approval.
  - July Full Board Agenda: The committee discussed the upcoming full Board meeting. J. Turgeon discussed outreach to Ron Walker, the new Undersecretary of Labor for MA. R. Scott noted his acquaintance with him and stated he would also reach out to him. Other items include the transition to WIOA and the Redesign effort.
  - **ACTION:** J. Turgeon to reach out to QCC regarding the potential use of the Southbridge Conference Center.
  - J. Turgeon announced Gov. Baker will be at UMass for a statewide discussion of WIOA and his administration's policy priorities, and he thanked Ted Bauer for representing the CMWIB.
- The committee then unanimously voted to adjourn the meeting.

Next Executive Committee Meeting, August 20; 8:00am