

Central MA Workforce Investment Board
Executive Committee
August 16, 2016 8:30 AM
Meeting Minutes

Attendance: R. Lawless, P. Gilbody, R. Scott
Staff: J. Turgeon

- The meeting was called to order at 8:37 AM, and R. Lawless welcomed all attendees.
- R. Lawless asked committee members to review the meeting minutes from the June 16, 2016 Executive Committee meeting. The minutes were reviewed and unanimously approved via a motion by R. Scott and a second by P. Gilbody.
- J. Turgeon reviewed Executive Committee strategic goals and discussed maintaining sustainability.
- **Action Item:** J. Turgeon to update changes and send out electronically to Executive committee members.
- J. Turgeon mentioned updating Workforce Central Career Center staff of the CMWIB goals.
Action Item: J. Turgeon will update Workforce Central Career Center staff at training on August 25th & 26th.
- J. Turgeon discussed WIOA transition and agreements with other federally funded programs to work on a comprehensive strategy to collaboratively serve shared customers, collect and share data.
Action Item: J. Turgeon to work with WIOA partners to establish a joint intake process and coordinate with the State of Massachusetts for technology assistance.
- J. Turgeon discussed the career center procurement mandate, conflicts of interest regarding the bidder's process and Request for Proposals, along with the CMWIB's recommendation regarding the Request for Proposal process.
Action Item: J. Turgeon to continue working with city officials on the procurement process and timeline.
- J. Turgeon updated the committee on the Career Center Redesign effort, noting staff training will be held on August 25 and 26th with a launch date of October 1st still the target.
- J. Turgeon announced working with MASSMEP on a statewide project that would be federally funded. An application will be submitted for this initiative through the USDOL America's Promise grant program.
- J. Turgeon also noted the CMWIB is assisting several entities, including the Seven Hills Foundation, Domitek, CVS and early childhood education providers to connect them with a federal Apprenticeship grant as part of a state-wide project.
- J. Turgeon informed the committee that the YouthWorks Summer program employed 380 youth. The YouthWorks Summer program is coming to a close. YouthWorks Year Round will start this fall.
Action Item: K. Foster to follow up with YouthWorks sites to highlight success stories for local publications.
- The Worcester Jobs Fund construction trades pre apprentice program concluded its 8 week session and graduated 7 participants including 2 females.

- J. Turgeon noted K. Foster will update the bidders list and standard operating procedures for the CMWIB and will electronically send out the North Central Workforce Investment Board Request for Proposals.
- R. Lawless gave general announcements: T. Bauer accepted a position on the Massachusetts Workforce Investment Board Association Executive Committee.
- J. Turgeon announced that he will Co-Chair the Massachusetts Employer Engagement Task Force.
- A motion to adjourn was made at 9:57 AM by P. Gilbody, second by R. Scott and was approved unanimously.