

Central MA Workforce Investment Board
Executive Committee
Dec. 21, 2017 8:30 AM
Meeting Minutes

Attendance: Rosalie Lawless, Joshua Froimson, Paul Gilbody, Robin Hooper, Janice Weekes
Staff: Jeff Turgeon

The meeting was called to order by R. Lawless who welcomed all attendees and asked if any members had a potential conflict of interest. Weekes noted a potential conflict concerning the procurement policy discussion if it should pertain to the career center procurement, and youth policies otherwise, none were noted.

R. Lawless asked committee members to review the meeting minutes from the Nov. 16, 2017 Executive Committee meeting. The minutes were reviewed and unanimously approved.

J. Turgeon then introduced the request for approval of updated WIOA Youth policies reflecting the change from WIA to WIOA legislation. R, Hooper discussed some of the specifics, including changes to the policy regarding eligibility as it relates to youth that require additional assistance. After the discussion, a motion was made by J. Froimson and seconded by P. Gilbody to accept the proposed policy revisions. The motion passed unanimously. J. Weekes abstained.

J. Turgeon reviewed the budget summary chart for FY 2018 with the members, noting the continual decline of State and Federal resources and the efforts of CMWIB and Career Center Operator staff to bring in new revenue where it aligns with the core missions of our organizations. J. Weekes described a new linkage with health officials on a project to help prepare people with opioid addiction for recovery and employment – this project comes with financial support for the career center’s services. She also noted the utilization of K. Lamoureux in the CMWIB for processing SNAP benefit applications when doing intake with Worcester Jobs Fund clients which also comes with funding to reimburse her efforts. J. Turgeon then noted a new partnership with State Registered Apprenticeship project officials for providing training and recruitment into pharmacy technician apprenticeships that will yield additional dollars. R. Lawless thanked the staff for their work on seeking new funding when appropriate.

J. Turgeon then informed the committee that a new draft of the procurement created with the assistance of the City law office. The draft has been posted on the City website for comment and will be presented to the Board at the January meeting. After discussing it, the committee decided a vote on the policy could be held off until a future meeting. J. Turgeon also wished to clarify with the law office if the policy was for both the CMWIB and the Workforce Central divisions, or just the CMWIB.

ACTION: J. Turgeon to contact the law office for further policy language guidance and put this topic on the January CMWIB meeting agenda as an information item.

J. Turgeon also updated the Committee regarding the work of the WIOA Partners on aligning their services. He stated the partners have continued to meet monthly to coordinate our efforts and joint staff training has also been carried out. The CMWIB has received guidance from State officials on how to strengthen the WIO Partner Memorandum of Understanding (MOU) and J. Turgeon is working on following up on these items, some of which appear to be made by officials in error.

ACTION: J. Turgeon to follow up with State officials and partners as necessary to respond to the State guidance.

J. Turgeon also updated the committee on the efforts to draft a regional workforce “blueprint” plan as part of the State’s Workforce Skills Cabinet initiative sponsored by the MA Secretaries of Economic Development/Housing, Labor, and Education. He noted a presentation was made to state officials, including the three Secretaries themselves, and that a draft of the regional plan would be ready to share with the Board in January, however, the full plan would be completed after this meeting. It was determined that the summary of the plan could be shared with the Board at the January meeting but a full presentation should be done at the April meeting.

ACTION: J. Turgeon to put in a summary for the January meeting and a full presentation for the April meeting agenda.

J. Turgeon then updated the committee then reviewed the career center certification process and timeline. J. Froimson noted site visits will be conducted by a review team and a recommendation made through the Career Center/Adult Career Service subcommittee that will then be sent to the full board at the January meeting.

J. Turgeon gave the committee an update on programs;

- The board was successful in getting funding for this year’s Year-Round YouthWorks program funded by the State. The application process this year was much more competitive, as the State is only funding four or five projects statewide instead of the usual one per region (16 statewide). The amount of funding per project is limited to \$40,000 and we will serve approximately 20 youth, with a concentration on health care careers.
- We also have a request in to the Commonwealth for a grant to train pharmacy technicians in partnership with CVS that would allow graduates to go into the CVS Apprenticeship employment track after graduation should they choose.
- The Worcester Jobs Fund has been awarded funding from the MA Dept. of Transportation to run another cycle of training for transportation related construction. The program is called Building Pathways and this will be the third class offered in Worcester.
- The Board has received a small grant to work with our colleagues in the North Central region to promote STEM high school internships. We will be working with the Chamber and employers to help develop more paid internships for our students.

J. Turgeon reminded the committee that the Commonwealth is rebranding the career centers and WIBs. This appears to be moving along quickly and could happen by the summer. It is anticipated that funding for changing signage and marketing materials will be made

available. The name “MassHire” has been chosen with a local geographic identifier. For instance, MassHire Career Center, Worcester. Some WIBs are fighting against changing their names as part of this effort and it is unknown if the State will compel them to do so or not.

R. Lawless noted that she heard via the news that the CMWIB had received a grant and expressed her desire for staff to keep her and the Executive Committee better informed about board activities, especially information that will be released to the public so that she and others will not be caught off-guard should they be approach about our work.

ACTION: J. Turgeon to keep the Executive Committee (and full membership) better informed of Board news through timely notifications.

J. Weekes announced that a job and resource fair will be held Dec. 27th to connect local hurricane evacuees with support at Centro, in Worcester.

R. Lawless confirmed the next full Board meeting will be Thursday, Jan. 18, 2018 at 8:30am at the CMWIB, and asked J. Turgeon to confirm agenda items as previously discussed, including election of the Chair.

ACTION: J. Turgeon to draft the Jan. 18th Board meeting agenda and materials.

R. Lawless reminded members the next Executive Committee meeting will be Feb. 15, 2018 at 8:30am at Fairlawn Rehab. Hospital.

A motion was made, seconded and approved unanimously to adjourn the meeting.

Respectfully submitted by: J. Turgeon