

Worcester Jobs Fund Oversight Committee

June 8th, 2016

10:00am

IBEW; 242 Mill Street, Worcester, MA

Meeting Minutes

Attendance: Leonard Cooper, Janice Weekes, Frank Kartheiser, Leo Miller, Karen Pelletier, Jeffrey Turgeon & Stephanie Stockwell.

Guests: Kelsey Lamoureux, Paul Morano & John McGovern.

- Co-chair L. Cooper called the meeting to order at 10:08am after a quorum was established.

Approval of May 11th Meeting Minutes:

- The meeting minutes from May 11th at 242 Mill St. were reviewed and unanimously accepted via a motion by L. Miller and a second by J. Turgeon.

City Economic Development Update & Discussion of TIF Project Review:

- P. Morano informed the committee that the parcels at Canterbury St. and in the South Worcester Industrial Park have been received council approval for disposal. P. Morano clarified that developers will need to speak with the committee, in a separate meeting, before they go in front of the council on September 22nd. F. Kartheiser inquired about the success of the Hampton Inn Job Fair and J. Weekes stated she would follow up with human resources to determine how many Worcester residents attended the job fair and were hired.

WJF Financial Report:

- K. Lamoureux discussed the financial report, including the expenses that are to be spent through the end of FY 2016. L. Cooper requested the expenses from the research project at Clark University to be added to the report. The Financial Report was unanimously accepted via a motion by L. Miller and a second by F. Kartheiser.

WJF Director Report & Program Updates:

- K. Lamoureux provided an overview of current and planned activities relating to the Building Pathways, CDL Class A, and CDL Class B training programs. The cost of hosting the Building Pathways program at Worcester Technical High School during non-school hours was discussed. L. Miller stated that any labor organizations who are hosting the participants should be paid a nominal fee. K. Lamoureux updated the committee on the employment status of the graduates from the Diesel Technician and the Community Health Worker trainings.

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- F. Kartheiser proposed a motion to use up to \$2,000 for administrative fees at Worcester Technical High School to cover administrative costs of hosting the program while summer school is not active. The motion was seconded by L. Miller and approved unanimously.

Press Release:

- K. Lamoureux opened the previously tabled Press Release up for review. Committee members made suggestion and K. Lamoureux stated she would made necessary revisions. It was agreed that all press releases will require approval from K. Pelletier, L. Cooper, and D. Minasian in order to expedite the process for future press releases.

Youth Employment Research Project:

- F. Kartheiser stated that the youth employment research project is examining the pipeline to employment and J. Turgeon identified that the contract is still in process for approval with the City.

Labor Market Data Analysis:

- J. Turgeon discussed the labor market data available through the Longitudinal Employer–Household Dynamics (LEHD) system. J. Turgeon stated he would share the link to the online resource.

FY 17 Priority Areas:

- K. Lamoureux discussed the need for the WJF to clarify priority areas for FY 17 so that activities for next fiscal year can be selected and recruitment efforts can begin. K. Pelletier suggested that K. Lamoureux create proposals for the committee to review. L. Miller discussed the need for the WJF to only support quality jobs for Worcester Residents. J. Turgeon stated that he viewed the short-term training programs of the WJF as a way to enter the first step of a career pathway. The committee agreed to table this discussion until the next meeting.

11:16: F. Kartheiser left the meeting. A quorum was still present.

Diesel Technician Training

- K. Lamoureux presented the draft of the Diesel Technician pre-apprenticeship training budget and recruiting timeline to be held at South Community High School. L. Cooper requested that the recruitment efforts target community members who are not currently in school. L. Miller recommended residents with no automotive experience to be considered for this training program. K. Lamoureux explained that she would meet with Tri-State Truck this week and would gather more information about the employer needs for the program and return to the July meeting for approval of the program.

Adjournment:

- S. Stockwell made a motion to adjourn, the motion was seconded by J. Turgeon and was unanimously approved.

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