

Worcester Jobs Fund Oversight Committee

September 14, 2016

10:00am

IBEW; 242 Mill Street, Worcester, MA

Meeting Minutes

Attendance: Leonard Cooper, David Minasian, Leo Miller, Karen Pelletier, Jeffrey Turgeon, John McGovern, & Janice Weekes.

Guest: Kelsey Lamoureux & Paul Morano.

- Co-chair L. Cooper called the meeting to order at 10:07 a.m. after a quorum was established.

Approval of July 13th Meeting Minutes:

- The meeting minutes from July 13th at 242 Mill St. were reviewed and unanimously accepted via a motion by L. Miller and a second by J. McGovern.

Approval of September 7th Meeting Minutes:

- The meeting minutes from September 7th at 340 Main St. were reviewed and unanimously accepted via a motion by J. Turgeon and a second by J. McGovern.

10:12 a.m.: D. Minasian joined the meeting.

City Economic Development Update & Discussion of TIF Project Review:

- P. Morano discussed the status of the TIF projects at 17 Southgate Street, 25 Southgate Street and 65 Armory Street. P. Morano noted that details from the September 7th Meeting with Chacharone Properties, LLC and Table Talk Pies have been outlined in the meeting minutes. K. Lamoureux stated that a potential training program centered on industrial food production is being developed. This training would allow Worcester residents a clear path to future employment opportunities with Table Talk Pies and other local food manufacturing employers. J. McGovern noted that the available online curriculum may be challenging for target groups. L. Cooper inquired about current employment needs in this industry. K. Lamoureux noted that various classroom approaches are being considered and while this training program is not exclusive to Table Talk Pies, they are one of the local companies with ongoing employment opportunities.

WJF Financial Report:

- K. Lamoureux discussed the financial report for Fiscal Year 2016 including all monthly salary charges by position. The financial report was reviewed and unanimously accepted via a motion by L. Miller and a second by J. McGovern.

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10:33 a.m.: K. Pelletier joined the meeting.

WJF Director Report & Program Updates:

- K. Lamoureux provided updated information on the employment search activities of graduates from the Building Pathways training. L. Miller suggested that Jobs Fund representatives begin reaching out to training programs to ensure the various building trades understand the program. D. Minasian requested that this group highlight the heavy and road construction focus of the grant. L. Cooper requested community member involvement.
- K. Lamoureux informed the committee that 3 of the graduates from the CDL Class A training passed their CDL A exam, while 3 graduates failed the exam. K. Lamoureux noted that the Teamsters Local 25 Training Fund is able to provide additional instruction and retesting for the 3 participants who failed their exams for an additional \$1,200. L. Miller proposed a motion to allow up to \$1,200 be spent on continued instruction and retesting for the three participants. The motion was approved unanimously.
- K. Lamoureux provided updates on the recruitment efforts of the Cycle 2 Diesel Technician Training, the employment search of the Community Health Workers graduates, and the training activities of the CDL B training. L. Miller requested that the Diesel Technician training not become supplemental to the vocational training at South Community High School. L. Cooper suggested that advertisements for upcoming training programs be made on local radio shows.
- D. Minasian made a motion to accept the director's report. The motion was seconded by J. Turgeon and unanimously approved.

WJF Strategic Plan:

- K. Lamoureux presented the final version of the Worcester Jobs Fund FY 17 Strategic Plan. K. Pelletier noted that the Chamber of Commerce can assist with employer engagement activities related to building pipelines. J. Turgeon stated that the CMWIB is looking at career pathway models used by local employers in early education, IT, retail, and human services. J. Turgeon made a motion to accept the Worcester Jobs Fund FY 17 Strategic Plan. The motion was seconded by J. Weekes and unanimously approved.

Committee Leadership Voting Process:

- L. Cooper presented the committee with a choice to elect oversight committee leadership according to the calendar year or the fiscal year. J. Turgeon suggested that since the fiscal calendar is already July 1st to June 30th a similar calendar for leadership would offer the most continuity. D. Minasian made a motion for WJF Committee Co-Chairs to be elected according to the fiscal calendar. The motion was seconded by J. Turgeon and unanimously approved.

Adjournment:

- At 11:08 a.m. a motion to adjourn was made by J. McGovern, was seconded by K. Pelletier and was unanimously approved.

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