

## Worcester Jobs Fund Oversight Committee

June 14, 2017

10:00am

Worcester City Hall, 455 Main St. Levi Lincoln Rm, Worcester, MA 01608

### Meeting Minutes

WJF Oversight Committee Attendance: City Manager Edward M. Augustus, Jr., Leonard Cooper, David Minasian, Dania Flores, Janice Ryan Weekes, Frank Kartheiser, John McGovern, Karen Pelletier, & Jeffrey Turgeon.

WJF Program Director: Kelsey Lamoureux

Guest: Paul Morano

- The meeting was called to order after a quorum was established.

### Welcome and Introductions:

- L. Cooper welcomed everyone to the meeting and invited all attendees to introduce themselves, their positions and their organizations. L. Cooper thanked the City Manager Augustus for his support of the WJF during its creation as well as his continued commitment towards the project.

### Review of Worcester Jobs Fund's Purpose:

- D. Minasian provided a brief history of the Worcester Jobs Fund, including its creation and mission. D. Minasian summarized that the City of Worcester funding is utilized to provide local, low-income communities, especially those of color, opportunities for job training and related services. The flexible funding allows the WJF to implement post-secondary training programs that guide individuals towards good jobs with career ladders. The goal of the WJF is to raise up local employers by providing them with trained and committed employees that will add value to their workforce. D. Minasian noted that the WJF utilizes many of the best practices highlighted in the Clark University Youth Employment Study.
- City Manager Augustus thanked the WJF Oversight Committee for their work and highlighted that there is momentum across the City to bring together job opportunities for young adults. City Manager Augustus noted that 250 summer jobs were created through the City of Worcester's Department of Public Works & Parks. J. Turgeon mentioned that the WJF is supporting the 2017 Summer DPW Pilot Program by aligning recruitment for an upcoming CDL B training with the program. City Manager Augustus requested the WJF also consider collaboration with the Park Stewards program. F. Kartheiser reported that the WJF is making efforts to support the new "highway" approach to workforce development and is connecting graduates from the YouthWorks Summer Jobs Program with training opportunities in healthcare.
- City Manager Augustus noted that the City is making efforts to increase the existing bio manufacturing presence and would like to see the WJF support job training in this area.

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- L. Cooper announced that the WJF will be hosting a summit/conference in the Fall of 2017 to bring together job training and support service providers to share best practices and build partnerships. P. Morano affirmed that the WJF regularly collaborates across organizations and is mindful to not duplicate efforts of existing organizations.

#### Program Summary and Outcomes:

- City Manager Augustus inquired about the WJF methods to track outcomes. J. Turgeon explained that the WJF monitors participant outcomes, feedback from employers and is working to develop a method to calculate the return on investment.
- City Manager Augustus asked about the process the WJF uses to find instructors. K. Lamoureux specified that each training program has a different process for hiring instructors including hiring training school provides, instructors from Worcester Public Schools, or professionals recommended from employer or community partners. D. Minasian mentioned that each program is designed with input from local employers and modifies curriculum to meet the needs of the local employers.

#### Current Areas of Exploration:

- City Manager Augustus specified that there are many CDL B positions available through the Department of Public Works & Parks as well as many positions available for emergency communications dispatchers. K. Lamoureux reported that the WJF will be doing training in the fall of 2017 for CDL and is currently researching a possible Call Center training.
- F. Kartheiser stated that the WJF is mindful of using their limited resources to fund programs that prepare individuals for living wage jobs. D. Flores noted that the WJF considers wages, benefits, and career pathways when it evaluates whether or not a training would likely lead to a good job.

#### Future Vision and Expected Funding for the WJF:

- J. Turgeon commented that the WJF allows local employers to request development of a job training pipeline in response to their immediate employment needs and that many other regions across the state have expressed an interest in seeing a similar model be brought to their region.
- City Manager Augustus communicated that there are many local schools, such as Worcester Technical High School, Quinsigamond Community College, and North High School, that are building pathways for potential bio manufacturing workers. L. Cooper remarked that there is potential to use Worcester Technical High School in the evenings for adult education. J. McGovern replied that Superintendent Maureen Binienda is promoting these efforts and that machinist training will be available to at-risk youth in the afternoons.
- City Manager Augustus encouraged the WJF to promote their work with local media outlets and invite local representatives to events so that the community can become more aware of their efforts. J. McGovern suggested using an "open house" model that the Adult Learning Center utilizes.

#### Discussion of WJF's Role in TIF Process:

- D. Minasian provided an overview of the WJF's activities as related to the 17 and 25 Southgate Street project and the 49 Canterbury Street project. D. Minasian detailed that the WJF is a new

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partner to the TIF process and has been having good experiences speaking with developers and tenants about the need for good jobs. D. Minasian also mentioned that the WJF is working with employers to train and refer local candidates for available construction and permanent positions.

#### Review of Next Steps:

- K. Lamoureux affirmed that she would reach out to summer youth employment programs to recruit candidates for future trainings and contact local bio manufacturing companies to see if there is interest in collaborating on a pipeline for employees. L. Cooper stated that he would keep City Manager Augustus updated on the progress in the development of the Job Training and Support Services Summit/Conference planning.

#### Time-Sensitive Updates from Program Director:

- K. Lamoureux provided brief updates on financial and program activities. K. Lamoureux explained that Jobs Fund and Department of Transportation Funds will be fully utilized by June 30, 2017, as required. K. Lamoureux noted that the Equal Opportunity Grant through the Attorney General's Office was approved in the amount of \$7,500 and the WJF will receive \$1,500 of those funds to assist with research. K. Lamoureux noted that the WJF will be reimbursed for \$5,000 to cover the case management costs for the 5 apprentices that were referred to Tri-State Truck through the MA Apprenticeship Initiative Grant. Additionally, K. Lamoureux noted that the WJF is currently working on grant applications through the Department of Transportation and SNAP.

#### Election of Fiscal Year 2018 WJF Co-Chairs:

- Co-Chair L. Cooper opened nominations for the Fiscal Year 2018 WJF Co-Chairs; J. Turgeon made a motion to nominate D. Minasian for reelection and K. Pelletier seconded the motion. D. Minasian made a motion to nominate L. Cooper for reelection and F. Kartheiser seconded the motion. J. Turgeon made a motion to nominate K. Pelletier for reelection and K. Pelletier declined the nomination. L. Cooper asked for additional nominations three times and had no reply, therefore he closed nominations. L. Cooper made a motion to reelect L. Cooper and D. Minasian as co-chairs. All members voted unanimously in favor of the motion.

#### Adjournment:

- A motion to adjourn was made by J. Turgeon, was seconded by K. Pelletier and was unanimously approved.

The next monthly meeting will be held Wednesday July 12, 2017 at 10:00 a.m.

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