

## **Worcester Jobs Fund Oversight Committee**

September 12, 2018

10:00 am

IBEW; 242 Mill Street, Worcester, MA 01602

### **Meeting Minutes**

WJF Oversight Committee Attendance: Karen Pelletier, David Minasian, Maritza Cruz, Karen King, Janice Ryan Weekes, and Thomas Maloney.

WJF Program Director: Kelsey Lamoureux

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

Welcome and Introductions:

- All attendees introduced themselves, their positions and their organizations.

Approval of August 8, 2018 Meeting Minutes:

- The meeting minutes from August 8, 2018 at 340 Main Street were reviewed and unanimously accepted via a motion by K. King and a second by K. Pelletier.

WJF Financial Update:

- K. Lamoureux provided an update on the Worcester Jobs Fund, Washington Square, and Department of Transportation funds. D. Minasian requested an additional column of FY19 expenses to the Washington Sq. monthly report to track ongoing changes in expenses. K. Lamoureux noted that she is communicating with the Department of Transportation to establish a timeline for the contract renewal process for the Pre-Apprenticeship Grant.

WJF Director Report with Program Updates:

- K. Lamoureux offered updates on graduates from the Building Pathways, Learn to Earn, and Summer Manufacturing Programs. K. Lamoureux also described activities related to the Biomanufacturing, CDL, and SNAP programs. K. Lamoureux highlighted that 3 of the CDL B participants' training expenses will be eligible for partial reimbursement through the SNAP Employment and Training Program and that the SNAP Outreach Partner goal of 80 applications has been reached. K. Lamoureux also noted that discussions are ongoing with local training providers to offer soft skills trainings to their enrollees and an employer engagement meeting with UMass Memorial is scheduled to occur on September 18, 2018 to discuss potential collaboration. D. Minasian confirmed that all current WJF clients are Worcester residents. K. Pelletier offered additional information about the job search process for the Summer Manufacturing graduates. T. Maloney noted that the 2 electrical apprentices are expected to begin work on solar farms within the next month.

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### Plan Agenda for Upcoming Meeting:

- K. Lamoureux opened a discussion regarding the Special Meeting Agenda for the October 1, 2018 meeting with the Chief Diversity Officer from the City of Worcester. The Committee proposed discussing the history of the WJF, the partner organizations of the WJF, current projects, and areas of collaboration.

### Discussion of FY 19 Planning:

- K. Lamoureux provided an update on the process of hiring a Staff Assistant for the Worcester Jobs Fund.
- K. Lamoureux introduced the topic of developing the agenda for the 2018 Workforce Summit. D. Minasian suggested discussing the anticipated new jobs aligned with the Woo Sox project. K. Lamoureux suggested inviting more local businesses to the event to improve employer partnerships. J. Turgeon suggested looking at the first two weeks of November for possible dates to host the event.

### Potential New Projects:

- T. Maloney inquired about programs that assist individuals acquiring driver's licenses. K. Lamoureux noted that NEBA offers assistance for individuals receiving Cash Assistance through DTA. K. King explained that many clients cannot afford the driver's education classes necessary to earn a driver's license.

### Adjourn:

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

The next monthly meeting will be held Wednesday October 10, 2018 at 10:00 a.m.

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