

**Youth Workforce Investment Council  
Central MA Workforce Investment Board  
October 12, 2017**

**Members Present:** Robin Hooper, Isidore Nosike, Carrick O'Brien, Collen Lanza, Kristen Mayotte, Doug Daigle, Kelly Conlin, Laura Farnsworth, Judy Freedman Fask, Carolyn Gordon, Kelly Penrod, John Trainor

**Guests:** Nancy Ponce Flores, David Tirendi, Susan Orpilla, Sarah Loizeaux, Dawn Kiritsis

**Staff Present:** Ed Gagne

**Meeting Minutes**

1. **Welcome & Introductions:** The meeting was called to order at 2:36 p.m. All attendees were asked to introduce themselves.
2. **Note of Potential Conflicts of Interest & Confirmation of Quorum:** It was announced that a quorum was present.
3. **Vote:**  
**Approval of Minutes:** The June 8, 2017 meeting minutes were unanimously approved by a motion from Carolyn Gordon and a second by Isidore Nosike.
4. **Presentation:** Dawn Kiritsis, *College and Career Navigator*, Quinsigamond Community College (QCC).

Dawn discussed her position at WCCC highlighting the College and Career Navigator workshop. She discussed career pathway entry points for credit and non-credit courses, admissions, and outreach initiatives. A discussion on recruitment and retention for new and returning students occurred. To learn more about how the College and Career Navigator can assist your clients contact Dawn at 508-373-7613 or by email at [kiritsisd@workforcecentralma.org](mailto:kiritsisd@workforcecentralma.org)

*Note: Power point of the presentation included in electronic copy of meeting minutes.*

**Presentation:** Sarah Loizeaux, *Disability Navigator*, Workforce Central Career Center (WCCC).

Sarah presented "Interviewing Techniques" with emphasis on individuals with a disability. Topics covered: Anatomy of an Interview, Know the Job/Know the Place, Staying in Sinc, STAR Method of Interviewing, and Types of Interviews. Sarah also highlighted a resource to assists job seekers in identifying employment. See the following link to access the information:

<http://leadcenter.org/resources/tool-manual/guided-group-discovery-resources-introduction-and-course-participant-workbook-and-facilitator-guide>

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## 5. Discussion:

**WIOA Youth Policies Update:** E. Gagne mentioned eight of the youth policies are complete and up-to-date. Two policies are pending final review. It was recommended that we review and vote at December's meeting on all 10 policies.

**Judy Freeman Fask:** A discussion occurred to see if there is duplication of youth services by programs offering similar trainings. It was determined there isn't at this time due to waiting lists and interest, the ability for graduates to secure employment, different eligibility requirements from grant sources affecting individuals ability to participate in some programs compared to others, and the WIB's and Council's commitment to provide services in the rural areas.

## 6. Updates:

- a. **WIOA Youth Update:** E. Gagne shared testimonials with pictures from each program highlighting student success in the following careers: Culinary, CNA/Home Health, Customer Service & Sales, and Weatherization. One student enjoyed a moment of social media fame when Senator Warren posed for a selfie with the students.
- b. **YouthWorks (YW):** E. Gagne mentioned the CMWIB applied for year round YW funding. Applicants are required to identify a specific career pathway. Based on client interest during the monitoring process for stackable credentials by students currently enrolled in the WIOA CNA program, it was recommended the application provide EKG and Phlebotomy training for up to 10 WIOA participants. This stackable credential will secure \$5.00 - \$7.00 dollars more per hour and help youth toward a path of self-sufficiency. FY18 funding is limited to five projects statewide at approximately \$75,000 each. Award notification, TBD.

*Note: The CMWIB was awarded the grant and will provide services to 20 students (up to 10 students will be WIOA students).*

- c. **Connecting Activities:** E. Gagne mentioned a goal this year is to increase the number of high school students participating in internships. Attention will be placed on employer recruitment to support and sponsor internships at four partner schools in Blackstone Valley: Auburn, Oxford, Webster, and Dudley-Charlton.

## 7. Announcements:

**E. Gagne** mentioned Sarah Loizeaux's last day is October 13<sup>th</sup>. Over the past 3 years Sarah helped customers with disabilities utilize services at the Center and provided guidance to assist clients with their training and employment needs. We thanked her for all her contributions and wish her the very best.

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Workforce Summit 2017 will occur on October 16<sup>th</sup> from 8:30 – 11:00 at the Worcester Technical High School. It is open to programs interested in how they can connect their clients with initiatives of the Worcester Jobs Fund.

**Colleen Lanza** gave an update regarding the Grafton Job Corps (GJC's) nine vocational programs, enrollment process and openings, placement and employment rate, and the fact that GJC is ranked 6<sup>th</sup> in the country. Members were treated to refreshments prepared by GJC students. After the meeting Colleen invited the Council on a tour of the new Culinary Arts facility.

**Next Meeting:**

- a. **December 14<sup>th</sup> – CMWIB, 340 Main Street, 4<sup>th</sup> Floor, Worcester, MA 01608.**
- 8. Adjourn:** The meeting adjourned at 4:25 p.m.

*Respectfully submitted by,  
Ed Gagne*

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