

Central Massachusetts Workforce Investment Board
February 16, 2017
8:30 AM
340 Main Street, Suite 400
Worcester, MA 01608
Meeting Minutes

The following members/proxies were present: J. Weekes; T. Bauer; G. Carberry; K. Pelletier (proxy for T. Murray); L. Parady; E. Spencer; T. Stone; R. Hooper, Vice-Chair YWIC; L. Baker; D. Gonzalez proxy for T. Provost; J. Froimson; L. Bueno; J. Perez; C. Hixson (proxy for J. Dagilis); J. Froimson; P. Gilbody; K. Koller; R. Laferriere; L. Miller; P. Morano.

Guests/Staff: J. Turgeon; L. Morano; K. Lamoureux; K. Foster; D. Wallace; C. Campanale.

- **Call to Order, Announcement of Quorum & Note of Conflict of Interest:** The Vice-Chair, P. Gilbody, called the meeting to order at 8:40 AM. J. Weekes noted a conflict of interest regarding the career center procurement. Meeting attendees introduced themselves.
- **Votes:**
 - **Approval of October 20, 2016 Meeting Minutes:** The October 20, 2016 meeting minutes were unanimously approved at 8:43 AM upon a motion by L. Miller and a second by T. Bauer.
 - **Election of 2017 CMWIB Chair:** P. Gilbody open nominations for the CMWIB Chair person; T. Bauer nominated current Chairperson R. Lawless for reelection. L. Parady made a motion to close nominations and elect R. Lawless as the CMWIB Chair, seconded by P. Gilbody. The board voted unanimously in favor of the motion.
 - **One-Stop Career Center Operator RFP Selection:** J. Froimson reviewed the recommendation of the Career Center/Adult Career Services Committee to select the Workforce Central Career Center as the region's One-Stop Career Center operator. He described the procurement process, which included a competitive process using a public Request for Proposals, issued through the City of Worcester purchasing department. Workforce Central was the only proposal submitted and it was reviewed by a sub-committee that included Career Center/Adult Career Services Committee members, CMWIB staff, Workforce Innovation Opportunity Act partners, and a state representative from the MA Department of Career Services. J. Turgeon noted the proposal had to meet a set of minimal requirements and was evaluated by the review committee on its merits and a cost-price review. P. Gilbody made a motion to accept the committee's recommendation to select Workforce Central Career Centers the one-stop career center operator. The motion was seconded by T. Stone and approved unanimously.

skills training and upcoming training sessions starting in May. K. Lamoureux updated the Board on the work of the Worcester Jobs Fund. This fund is a special City of Worcester project funded for three years administered by the CMWIB. She reported that since last March, the fund has trained 18 individuals and executed 3 pre-apprenticeship programs.

- **Youth Employment Programming:** J. Turgeon reviewed the Year-Round YouthWorks progress and highlighted the anticipated cuts for the coming summer. He asked attendees to consider hiring youth this summer. He also noted an upcoming employer roundtable being hosted in Worcester by the Lieutenant Governor and MA Secretary of Education to promote hiring of high school student interns in manufacturing and other STEM careers.
- **Other:** J. Weekes discussed the MA Workforce Professionals Association legislative breakfast coming up in May this year.
- **Committee Leadership & Membership:** J. Turgeon requested all Board and Committee members review the Conflict of Interest and Open Meeting Law documents and provide a signed acknowledgement form for their membership file to K. Foster.
- **Other Business**
 - **Regional Demand-Driven Process Review:** J. Turgeon outlined how the demand-driven career center services helps inform program decisions for the CMWIB and regional workforce partners (see attachment).
- **Adjournment:** The meeting was then adjourned upon a motion, second and unanimous vote. The next CMWIB full board meeting is Thursday, April 20, 2017.

Respectfully drafted by, Kwesi Foster; CMWIB