

**MassHire Central Region Workforce Board**  
**Executive Committee**  
**December 20, 2018; 8:15 AM**  
**Meeting Minutes**

Attendance: Rosalie Lawless, Joshua Froimson, Robin Hooper, Paul Gilbody, Janice Weekes  
Staff: Jeff Turgeon

The meeting was called to order at 8:15am by R. Lawless who welcomed all attendees and asked if any members had a potential conflict of interest. None were noted.

R. Lawless asked committee members to review the meeting minutes from the Nov. 15, 2018 Executive Committee meeting. The minutes were reviewed and unanimously approved.

J. Turgeon briefed the committee on the status of the FY 19 budget, noting little had changed since the committee's last meeting.

J. Turgeon then gave the committee an update on several programs and challenges facing the Board:

- The Worcester Jobs Fund continues strong performance – they are currently recruiting for the next Commercial Driver's License (CDL) class B training, as well as the construction pre-apprentice training that will occur in the spring.
- The youth programming has been going well; A small Year-Round YouthWorks program serving 20 youth will be delivered in the spring for out of school, out of work youth that will allow participants to continue in their placement over the summer YouthWorks program if that will help them gain the skills needed for unsubsidized employment. Also, WIOA Youth programs continue to yield strong performance
- The staff is continue to work with the North Central region on the implementation of the regional workforce blueprint, and has begun the implementation of "consortia" for each of the three top priority industry clusters that would bring together the education and training partners and employers from within these respective industry clusters to align and prioritize their workforce related efforts. A manufacturing consortium and a healthcare consortium have been established and a the third industry consortium for the transportation/warehousing/logistics sector will be developed next spring.
- The career center continues to struggle filling a state business service representative position that has been vacant several months due to problems with the state's HR system. The state says they are working on a solution and R. Lawless suggested the Board and City Manager weigh in with State officials if it is not resolved soon. J. Turgeon and J. Weekes will keep the committee apprised of the situation and need for assistance. The career center is also working on development of staff metrics by department to help managers better track performance.
- The Career Center/Adult Pathways Committee is working to release a new survey regarding automation for employers to better gauge how this topic may be affecting the workplace and the skills needed in the future.
- The Board is also working to promote apprenticeship training in the IT sector through a new State initiative called, Apprenti, that features up front training followed by paid

employment paired with continued education. We will be reaching out to local employers to determine if the commitment is strong enough in our region to start a project site here.

J. Turgeon then reviewed the Board's operating principals and the committee discussed areas of needed improvement, including technology (noting some of the limiting factors include restrictions put on the local regions by the State).

J. Turgeon completed the Board's 4 year plan draft which has been released for public comment for 30 days. He suggested executive committee member feedback would be useful to include in the final packet to be submitted to the State by January 4, 2019.

**ACTION:** Executive Committee members should send any comments on the plan to J. Turgeon before the end of next week.

The committee also discussed the need to expand membership of the executive committee to include two at large members in accordance with the Board's bylaws, and all agreed this would best be done following the next Chairperson election at our January full Board meeting. It was also noted that with Ted Bauer retiring, there is now an employer seat open on the board. R. Lawless suggested we reach out to former member Coral Barry from IPG Photonics for a potential colleague to serve, and also suggested the J. Turgeon reach out to Jeannie Hebert at the Blackstone Valley Chamber to see if a local manufacturer, such as Riverdale Mills, would be willing to serve. Other potential members discussed include a representative from St. Gobain, UMass/Memorial, the retail industry, and or the transportation/logistics sector. Committee members were asked to send any other potential candidates to J. Turgeon, who will gauge their interest.

**ACTION:** J. Turgeon to begin new member recruitment discussions as discussed by the committee.

The next full Board meeting is January 17<sup>th</sup> and J. Turgeon noted the agenda will include leadership elections, the proposed bylaw changes, and a presentation from the Worcester Public Schools.

The next Executive Committee meeting will be held on February 21, 2019, starting promptly at 8:15am at Fairlawn Rehab Hospital.

A motion was made, seconded and approved unanimously to adjourn the meeting.

*Respectfully submitted by: J. Turgeon*