

## **Worcester Jobs Fund Oversight Committee**

May 10, 2017

10:00am

IBEW, 242 Mill Street, Worcester, MA 01602

### **Meeting Minutes**

WJF Oversight Committee Attendance: Leonard Cooper, Dania Flores, Janice Ryan Weekes, Frank Kartheiser, John McGovern, Thomas Maloney, & Jeffrey Turgeon.

WJF Program Director: Kelsey Lamoureux

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

#### Approval of April 12, 2017 Meeting Minutes:

- The meeting minutes from April 12, 2017 at 340 Main Street were reviewed. J. Weekes made a motion to move Kelsey Lamoureux into a new category of “WJF Program Director” instead of “Guest” in the attendance section of this and all future meeting minutes. The motion was unanimously approved. F. Kartheiser made a motion to approve the April 12, 2017 minutes, the motion was seconded by J. McGovern, and unanimously approved.

#### Approval of April 21, 2017 Special Meeting Minutes:

- The meeting minutes from April 21, 2017 at 340 Main Street were reviewed and unanimously accepted via a motion by J. McGovern and a second by T. Maloney.

#### Discussion of TIF Project Review Process:

- K. Lamoureux provided an overview of the work the WJF has done with the employer at 17 and 25 Southgate Street and the developer at 49 Canterbury Street.
- F. Kartheiser requested to review the role of the WJF in the TIF process.

#### WJF Financial Report:

- K. Lamoureux presented the financial reports for the Worcester Jobs Fund, Washington Square Project, and Department of Transportation grant. The financial report was reviewed and unanimously accepted via a motion by J. Turgeon and a second by T. Maloney.

#### WJF Director Report & Program Updates:

- K. Lamoureux provided updated information on the post-graduation activities for Worcester Building Pathways, CDL A, Community Health Worker, CDL B, and Diesel Technician graduates. K. Lamoureux stated 10 participants are currently enrolled in the Worcester Building Pathways Program and 15 participants are currently enrolled in the Industrial Food Production Training. Funding from Urban Agenda is being utilized to pay for 6 individuals to complete CDL B training and 2 individuals to complete CDL A training in partnership with the Worcester Jobs Fund. K. Lamoureux mentioned that several CDL B graduates are on the Civil Service List to be considered

*The City of Worcester does not discriminate on the basis of disability, The CMWIB will provide auxiliary aids and service, written materials in alternative formats, and reasonable modifications in policies and procedures to persons with disabilities upon advance request. Please contact Jeff Turgeon at [turgeonj@worcesterma.gov](mailto:turgeonj@worcesterma.gov) or 508-799-1590, or the ADA Coordinator at [disabilities@worcesterma.gov](mailto:disabilities@worcesterma.gov).*

for positions with the Department of Public Works & Parks in the City of Worcester. L. Cooper suggested speaking with the City Human Resources' Department to discuss the hiring process. J. Turgeon suggested reaching out to program graduates through social media for follow-up. F. Taylor asked about the wage structures and hiring plans at Table Talk Pies. K. Lamoureux detailed that they are still developing hiring practices and policies because the available positions had previously been filled through temporary staffing agencies. L. Cooper commented that a meeting was held with the WJF Co-Chairs, the WJF Program Director, and Table Talk Pies leadership to discuss the value of clear hiring policies and safety training. L. Cooper noted that the WJF is still defining their role in the TIF process. J. Turgeon explained that currently the developer is required to meet with the WJF, but sometimes the developer receives the TIF before the tenant is determined. K. Lamoureux commented that when the WJF meets with the developer or the tenant, this meeting is the opportunity to discuss the benefits for employers who invest in their workforce. L. Cooper replied that the developers cannot control the hiring practices of their tenants. F. Taylor suggested that in the future, expectations for the hiring practices of tenants could be further defined, if possible.

#### Discussion on Meeting with Other Training Programs:

- K. Lamoureux introduced the concept of having a service provider conference to bring together different organizations that provide job trainings and support services. L. Cooper expressed that there is a need to build stronger partnerships in this service area across the City. T. Maloney suggested exploring the idea of providing welding trainings. K. Lamoureux specified that there is an employment resource guide produced by Worcester Community Connections that has previously been shared with the Oversight Committee and that she would redistribute this resource to the group electronically for their reference. J. Turgeon mentioned that Governor Baker has created a Regional Workforce Skills Cabinet, bringing together the Departments of Labor, Housing, and Education. L. Cooper specified that he wanted to know which support services local non-profits provide. D. Flores communicated that she did not want to train individuals for positions without career ladders. K. Lamoureux mentioned that many of the training programs make it possible for clients to gain entry into an industry and start their career pathway. J. McGovern mentioned that it is important to be mindful of the cliff effects individuals and families experience as their wages increase. L. Cooper commented that many public assistance benefits last for up to 9 months and individuals can successfully transition off of them. D. Flores requested childcare be built into training programs and that we highlight benefits for SNAP participants when they go to local farmer's markets. D. Flores made a motion to invest some resources from the Worcester Jobs Fund FY 18 into the Conference Project. F. Taylor seconded the motion and it was unanimously approved.

#### Review of Two-Page Summary from Youth Employment Study:

- K. Lamoureux provided the committee with a copy of the 2-page Youth Employment Study Summary for their reference and suggested that this document be used as reference while planning future programs and meeting with local representatives.

*The City of Worcester does not discriminate on the basis of disability, The CMWIB will provide auxiliary aids and service, written materials in alternative formats, and reasonable modifications in policies and procedures to persons with disabilities upon advance request. Please contact Jeff Turgeon at [turgeonj@worcesterma.gov](mailto:turgeonj@worcesterma.gov) or 508-799-1590, or the ADA Coordinator at [disabilities@worcesterma.gov](mailto:disabilities@worcesterma.gov).*

### Worcester Jobs Fund Oversight Committee Leadership Voting and Membership:

- L. Cooper stated that the Worcester Community Labor Coalition has found proxies for their members and anticipates having full attendance at future WJF meetings. L. Cooper noted that the WJF committee leadership will change starting July 1, 2017 and that nominations and voting will occur at the June 14, 2017 meeting. J. Turgeon suggested that since the next meeting includes a large portion designated for a discussion with the City Manager, only committee leadership and time-sensitive matters be discussed in the June meeting.

### Future Project Ideas

- K. Lamoureux described the partnership opportunity with the YouthWorks Summer Jobs Program. This partnership would enable the WJF to recruit individuals for a healthcare training from graduates of YouthWorks Summer Jobs Program. J. McGovern inquired about the availability of space for adult participants in the WJF training. L. Cooper commented that there are many CNA trainings available and that EKG & Phlebotomy training may be more accessible for disabled job seekers. K. Lamoureux specified that the training would be open to non-YouthWorks participants.
- K. Lamoureux presented information related to the 2017 Summer DPW Pilot program and detailed that some of the participants of this program, may be well-qualified candidates for CDL B training. K. Lamoureux stated that this would again be a good partnership opportunity and make recruitment for the WJF easier.
- J. Turgeon made a motion to fund an EKG & Phlebotomy training and a CDL B training in the fall. J. McGovern seconded the motion. L. Cooper, T. Maloney, F. Kartheiser, J. Weekes, J. Turgeon, J. McGovern, and F. Taylor voted in favor of the motion and D. Flores abstained.
- D. Flores suggested that the WJF pursue creating pathways for local residents of color to become teachers. J. Turgeon suggested tabling this item until the next regular meeting in July.

### Adjournment:

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

The next monthly meeting will be held Wednesday June 14, 2017 at 10:00 a.m.

*The City of Worcester does not discriminate on the basis of disability, The CMWIB will provide auxiliary aids and service, written materials in alternative formats, and reasonable modifications in policies and procedures to persons with disabilities upon advance request. Please contact Jeff Turgeon at [turgeonj@worcesterma.gov](mailto:turgeonj@worcesterma.gov) or 508-799-1590, or the ADA Coordinator at [disabilities@worcesterma.gov](mailto:disabilities@worcesterma.gov).*