

Worcester Jobs Fund Oversight Committee

October 10, 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, Thomas Maloney, Frank Kartheiser, and Jeffrey Turgeon.

WJF Program Director: Kelsey Lamoureux

Guests: Lourdes Rivera

- 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 September 12, 2018 Meeting Minutes:

- The meeting minutes from September 12, 2018 at 242 Mill Street were reviewed and unanimously accepted via a motion by K. King and a second by F. Kartheiser.

Approval of October 1, 2018 Special Meeting Minutes:

- The special meeting minutes from October 1, 2018 at 242 Mill Street were reviewed and unanimously accepted via a motion by K. King and a second by M. Cruz. D. Minasian suggested reaching out to previous CDL B alumni to determine whether or not they are still interested in applying for available positions through the Worcester DPW&P.

WJF Financial Update:

- K. Lamoureux presented financial updates on the Worcester Jobs Fund, Washington Square funding, Department of Transportation funding as well as updates on the overall FY 19 budget. K. King requested a budget overview summary sheet be included in future financial reports.

WJF Director Report with Program Updates:

- K. Lamoureux offered updates on graduates from FY 18 and updates on current FY 19 programming including, soft skills training, employer engagement, biomanufacturing, CDL training, Building Pathways, and SNAP programs.
- K. Lamoureux explained that the Northeast Center for Tradeswomen's Equity is interested in hosting 2 Tradeswomen Tuesday events in Worcester on November 20th and December 11th. T. Maloney offered to provide IBEW as the venue for two events. D. Minasian suggested that K.

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Lamoureux attend the Worcester Fitchburg Building Trades Council meeting on November 13th to increase awareness for the Tradeswomen Tuesday events with a multitude of trades.

- K. Lamoureux noted that UMass Memorial has an interest in building an industry-wide Central MA Healthcare Coalition to discuss local labor market gaps with the first meeting scheduled for October 22nd at 9am. K. King suggested that those involved with the Community Health Improvement Plan be involved in this effort and K. Lamoureux highlighted that they are already planning to attend the first meeting. D. Minasian suggested that a similar strategy be used to engage more employers in the future.

Staffing Update:

- K. Lamoureux noted that the Program Assistant Position is expected to be posted in the next week and requested that Oversight Committee members distribute the live posting throughout their networks to promote widespread community awareness of the employment opportunity.

Workforce Summit Agenda:

- K. Lamoureux opened a discussion on the agenda for the Workforce Summit event and detailed that the event location is to be determined. K. Lamoureux outlined a plan to invite one or two program graduates to speak at the event. M. Cruz volunteered to speak on behalf of the Oversight Committee at the event.

Other Items:

- K. Lamoureux discussed training programs planned for FY 19 and opened a discussion around adding additional programs for the year. J. Turgeon described a "Bounce to Employment", on-the-job training model, that is being discussed between the MassHire Central Region Workforce Board and the South Middlesex Opportunity Council. J. Turgeon noted that as more details of the project are developed, information will be brought to future monthly meetings. D. Minasian suggested gathering strong labor market and program outcome data before partnering with any other job training programs at this time.
- K. Lamoureux noted that several local companies are continuing to post many openings for Customer Service Representative positions and that many of these full-time opportunities start at \$15-\$17/hr. K. Lamoureux outlined a two week training program that would provide participants with the soft skills and call center instruction to be successful in the industry. A motion to implement the training was proposed and unanimously accepted by the committee.

Adjourn:

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

The next monthly meeting will be held Wednesday November 14, 2018 at 10:00 a.m.

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