

## Worcester Jobs Fund Oversight Committee

Aug. 22, 2019

10:00 a.m.

IBEW; 242 Mill Street, Worcester, MA 01602

### Meeting Minutes

WJF Oversight Committee Attendance: Kristin Buffaro, Maritza Cruz, Jeffrey Turgeon, Janice Ryan Weekes

Guests: Amy Skrzek, Dave Traggorth (Traggorth Companies), Mark Borenstein (Bowditch & Dewey)

- The meeting was called to order after a quorum was established.
- All attendees introduced themselves, their positions and their organizations.

### Project Discussion

- The meeting guests introduced themselves and J. Turgeon gave an overview of the Worcester Jobs Fund. The guests then described their project plans for the renovations and conversion to housing of 205 Summer Street in Worcester, the Mission Chapel building. D. Traggorth discussed his company's background and gave an overview of the complexity of this project and the large variety of funding support streams necessary to help make it cost effective to take on the project. M. Cruz and J. Weekes discussed the historical importance of the building to the community and it's founding as one of the first places of worship for the City's African-American community. D. Traggorth stated they are researching this rich history looking for historical tax credits as one of their funding streams to help fund the renovation work and to have the capacity to commemorate the history. They reviewed project plans, indicating seven, market-rate housing units are planned for the renovated building. They stated they are in process of gaining the necessary designations as a historic building and are beginning to talk with potential general contractors, but will be going out to bid for the project after the necessary approvals are given for their plans. They hope to have this completed within a year and then approximately 10 months of construction work if all goes well. They stated they will be informing the general contractor of the assistance we may offer in finding potential construction staff.

### Approval of July 10, 2019 Meeting Minutes

- The meeting minutes from of July 10, 2019 at 242 Mill Street were reviewed and unanimously accepted via a motion by J. Turgeon and seconded by M. Cruz.

### WJF Programming Updates and Proposals:

- J. Turgeon reviewed the status of current WJF activities and asked each partner to help promote the upcoming Tradeswomen Tuesday events, as well as the medical office administrative assistant training.
- J. Turgeon then reviewed three program related requests from K. Lamoureux, noting relevant background information is provided in the meeting packets, and discussion on each was held:

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- Approval of 2 cohorts (6 students in each class) of COL Class B training.
  - Upon a motion by J. Turgeon and second by M. Cruz the motion was approved unanimously.
- Approval of up to \$10,000 to be used towards financial assistance for job training programs for qualifying Worcester residents to attend in-person job trainings that lead to living wage employment.
  - Upon a motion by M. Cruz and second by K. Buffaro the motion was approved unanimously.
- Approval for an increase in the Staff Assistant hours from 20 hours per week to 40 hours per week.
  - Upon a motion by M. Cruz and second by K. Buffaro the motion was approved unanimously.

Other Items/Announcements:

- J. Weekes asked for more information about the Woo Sox Access and Opportunity Committee to be provided during the next meeting.

Adjourn:

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

The next monthly meeting will be held Thursday, September 26, 2019 at 10:00 a.m.

*Minutes respectfully submitted by J. Turgeon*

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