

**Worcester Jobs Fund Oversight Committee**

December 22, 2020

10:00 a.m.

Via WebEx

**Meeting Minutes**

**WJF Oversight Committee Attendance:** Karen Pelletier, Fred Taylor, Adrianna Buduski, Jeff Turgeon, and Maritza Cruz.

**WJF Staff:** Kelsey Lamoureux and Theodora Appiah

**Guests:** Ethan Brown

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

**Approval of November 24, 2020 Meeting Minutes:**

- The meeting minutes from the November 24, 2020 virtual meeting were reviewed and J. Turgeon made a motion to approve the minutes. The motion was seconded by A. Buduski and unanimously approved.

**Economic Development Updates:**

- E. Brown stated that the meeting scheduled for December 17, 2020 was cancelled and the next meeting will be held in January 2021.
- K. Pelletier requested E. Brown to schedule a tour of the renovations at the YWCA of Central MA for the Worcester Job Fund Oversight Committee. E. Brown offered to explore this before the next meeting.
- E. Brown stated that R. P. Masiello is reaching out to K. Lamoureux and Janice Ryan Weeks to discuss hiring opportunities at the Elwood Adams project and the Table Talk Pies project. Currently the two projects are not meeting their diversity goals and are looking for support to remedy the situation. M. Cruz emphasized that the compliance team needs to stress the importance of goals for the Worcester community. K. Lamoureux stated that it would be helpful to receive a list of needed trades to coordinate with job seekers. F. Taylor shared support of emphasizing goals with the project leaders to promote compliance. E. Brown stated that the recommendations will be considered as compliance moves forward.

**WJF Financial Update:**

- K. Lamoureux presented an overview of planned programming and funding sources, including outstanding grant applications for fiscal year 2021. Financial reports through November 30, 2020 were provided for the Worcester Jobs Fund, Washington Square, and Department of Transportation accounts. K. Lamoureux noted that the Donnelly Grants and Brownfield Grants are still pending. K. Lamoureux provided an update on participants in current and future FY 2021 programing.

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### WJF Director Report:

- K. Lamoureux provided updates on current completed programs, ongoing programs and SNAP updates. Current programs include IT Support Specialist, Clinical Medical Assistant, and CDL B training provided through the Worcester Job Fund, Donnelly Grant, and Veteran's Grant. Programs currently in recruitment include Building Pathways, CDL A and CDL B trainings. Graduates from completed programs are currently seeking employment or are in the retention phase of employment.
- K. Lamoureux noted that the recruiting process for the Worcester Building Pathways program is more challenging in the COVID-19 climate. T. Appiah continues outreach and applicants express interest in the program, but are often not present for information sessions. F. Taylor suggested connecting with alternative school to reach out to potential students. F. Taylor suggested reviewing the qualifications for the teachers position for the Building Pathways program to increase applicants pool for the position. K. Lamoureux mentioned scheduling a meeting with F. Taylor to further discuss the details of the program.
- K. Lamoureux shared SNAP application assistance will continue in FY2021 and has a goal to support at least 50 households with their applications.

### CDL Spring Cohort

- K. Lamoureux highlighted that the CDL B program continues to have success in training and placing program participants. K. Lamoureux provided a summary of costs and program curriculum for an additional cycle of CDL B training during spring 2021. A. Buduski made a motion to fund another cycle of training for 6 participants and F. Taylor seconded the motion. The motion was unanimously approved.

### Grant Updates:

- J. Turgeon and K. Lamoureux provided updates on the Re-Entry Workforce Development Demonstration Planning Grant and the Future of Work Grand Challenge Grant that have been awarded to the MassHire Central Region Workforce Board.

### Other Items/Announcements:

- K. Pelletier shared that Quinsigamond Community College is offering new job training programs in the medical field during Spring 2021.
- F. Taylor noted that the NAACP is accepting new members and will be having their election in mid-January.

### Adjourn:

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

The next monthly meeting will be Thursday, January 28, 2021, at 10:00 a.m.