

Worcester Jobs Fund Oversight Committee

March 25, 2021

10:00 a.m.

Via WebEx

Meeting Minutes

WJF Oversight Committee Attendance: Karen Pelletier, Fred Taylor, Adrianna Buduski, Isabel Gonzalez-Webster, Janice Ryan Weekes, and Ruth Seward

WJF Staff: Kelsey Lamoureux and Theodora Appiah.

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

Approval of February 25, 2021 Meeting Minutes:

- The meeting minutes from the February 25, 2021 virtual meeting were reviewed and F. Taylor made a motion to approve the minutes. The motion was seconded by A. Buduski and unanimously approved.

Economic Development Updates:

- K. Pelletier provided an update from the Construction Diversity Monitoring Committee including information about the updated reporting. F. Taylor shared recommendations discussed at the meeting to support the committee in improving the process to assist contractors in meeting their workforce diversity goals in the future as well as information about the TIF checklist reformatting. K. Lamoureux explained the process the committee members will follow to submit recommendations from the YWCA project for the final report.

WJF Financial Update:

- K. Lamoureux presented an overview of the financial reports for the Worcester Jobs Fund, Washington Square, and Department of Transportation accounts through January 2021. K. Lamoureux provided updated participant numbers for current and future FY 2021 programing.
- K. Lamoureux provided a summary of trainings in recruitment, including the Clinical Medical Assistant Training program and the School Bus training program. I. Gonzalez-Webster requested clarification on some of the enrollment estimates for various programs and K. Lamoureux provided clarification.
- F. Taylor, I. Gonzalez- Webster and J. Ryan Weeks inquired about the employment need of school bus drivers at Worcester Public Schools, their pay rate, and hours available, respectively. K. Lamoureux noted that Worcester Public Schools continues to have a high need for drivers and is hiring at \$17/hr. for a minimum of 6 hours per shift.

Grant Updates:

- K. Lamoureux reviewed grants that have been awarded locally including Donnelly Expanded Training Capacity & Employment Program Performance awarded to Quinsigamond Community

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College for the Medical Administrative Assistant program, the Donnelly ESOL Grant was awarded to Worcester Night Life for the Welding Program, the Clinical Medical Assistant program at Worcester Night Life funded through the Healthcare Hub, as well as the Brownfields Grant and the Jobs for the Future Grant awarded to MassHire Central Region Workforce Board. K. Lamoureux shared program planning for all awarded grants for FY22 and their expected participant enrollments.

- F. Taylor inquired about the recruitment process for the Building Pathways Program and K. Lamoureux shared the increased in applications due to the extension of the recruitment.
- J. Ryan Weekes provided information about the charging station repair technicians' employment opportunities and F. Taylor requested information about their expected hourly wage and travel reimbursement between work stations.
- K. Lamoureux provided a summary of the HireMe training opportunity to provide up to 350 job seekers with training and discussed the involvement of local employer partners including UMass Memorial Health and Reliant Medical Group. J. Ryan Weekes provided a summary of the healthcare provider meeting and some of the concerns employers shared about externships for clinical trainees.

Committee Contact Information:

- K. Lamoureux reviewed a contact list for all current members of the Worcester Jobs Fund Oversight Committee. K. Lamoureux asked all members to review their contact information and provide updates as relevant.

WJF Director Report:

- K. Lamoureux provided updates on current programs, completed programs, program in recruitment and SNAP updates. Current programs include IT Support Specialist, CDL A and CDL B training provided through the Worcester Job Fund, Donnelly Grant, and Veteran's Grant. Programs currently in recruitment include Building Pathways, Clinical Medical Assistant, and School Bus Driver trainings. Graduates from completed programs are currently seeking employment or are in the retention phase of employment.
- K. Lamoureux noted that the recruitment process for the Worcester Building Pathways program is on-going and instructor currently on medical leave.
- K. Lamoureux shared that SNAP application assistance will continue in FY2021 and has a goal to support at least 50 households with their applications by September 2022.

Other Items/Announcements:

- A. Buduski provided positive feedback on the tour of the YWCA of Central MA renovations.
- I. Gonzalez-Webster shared information about a Candle Light Vigil being hosted by Worcester Interfaith on March 25, 2021 at 6:00 p.m. in solidarity with the Nurse's Strike.
- R. Seward shared information about instructors necessary for upcoming program Worcester Night Life Programs.

Adjourn:

- A motion to adjourn was made by F. Taylor was seconded I. Gonzalez-Webster and was unanimously approved.

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The next monthly meeting will be Thursday, May 27, 2021, at 10:00 a.m.

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