

Worcester Jobs Fund Oversight Committee Meeting

Feb. 10, 2016

10:00am

340 Main Street, Worcester, MA

Meeting Minutes

Attendance: Leonard Cooper, Dania Flores, Frank Kartheiser, Stuart Loosemoore, Stephanie Stockwell, Jeffrey Turgeon & Janice Weekes

Guests: Paul Morano & Lauren Ross

- Co-Chair Cooper welcomed everyone and called the meeting to order after a quorum was established.

Approval of Jan. 13th Meeting Minutes:

- The meeting minutes from Jan. 13th at 242 Mill St. were reviewed and unanimously accepted via a motion by Mr. Kartheiser and a second by Mr. Cooper.

City Economic Development Update:

- P. Morano mentioned the upcoming Economic Development sub-committee meeting on Feb. 23rd @ 5pm, which will include further discussion of the TIF policy the City is creating.
- F. Kartheiser suggested setting up a meeting with Mike T. and the City Manager regarding the authority of scope of the WJF oversight committee.

WJF Financial Report:

- J. Turgeon reviewed the WJF expense report with the committee noting we are underspent due to the WJF Director vacancy. He noted that Mike Traynor is researching whether WJF funding can be carried over year to year or must be spent.
- J. Turgeon explained that \$280.00 dollars was used for DOT medical exams for the 4 participants going through CDL training. We are waiting on the invoice for that.
- J. Turgeon then reviewed his proposal on how to use the state earmark funding and the extension of two training sessions from six to eight weeks, which includes instructors and stipend costs. With the remaining funds, the committee discussed the various components to it and the related issues involved, including the need to complete the funding by June 30th (pending the outcomes of discussion Rep. Keefe is having with state officials). J. Turgeon proposed developing three additional pre-apprenticeship programs: CDL Class B Driver, Diesel Technician and Community Health Worker.

- L. Cooper started a discussion about holding BP at Worcester Technical High School. J. Turgeon mentioned he had a great meeting with Kyle Brenner and Sue Mailman and they explained why it might not be beneficial for Worc. Tech. to host the training since vocational money goes to Worcester Public Schools; Tech does not get Chapter 4 allocation and Worc. Tech. then has to compete with schools like North and South HS. The possibility of Worc. Tech. expanding their Night Life offerings was discussed and the possibility of in-kind funds being used if BP is held at Tech. was mentioned as a possible option.
- A motion was made to accept WJF Financial Report by Mr. Loosemore and a second by Mr. Kartheiser.

WJF Director:

- L. Cooper gave an update on the WJF Director vacancy. Out of 5 initial interviews, 3 candidates were chosen for second interviews. Candidates were told to be prepared to give a 10 minute presentation on Building Pathways, since a big part of their job will be to give similar presentations.
- The committee has decided to hire someone who is bi-lingual and is known in the community.
- Mike T. will see if candidate is going to meet with the City Manager and the new WJF Director will hopefully be on board within two weeks.
- S. Loosemore suggested the Committee has a meeting with the new WJF Director to see what their vision will be moving forward. It was agreed that the new staff member will most likely have started the position and be ready to give an introduction at the next WJF Committee meeting.

Program Updates:

- J. Turgeon mentioned that L. Ross has been working part-time on BP coordinating/scheduling info sessions and updating outreach materials. He mentioned the first info session was supposed to be held Monday the 8th at the YWCA but was rescheduled due to the weather. Brian B. still went to the Y and spoke with 3 or 4 people who attended despite the weather conditions. The YWCA info session has been rescheduled to March 23rd @ 4pm.
- S. Loosemore asked if the BP flyer could be disseminated to over 800 contacts that he has. F. Kartheiser made the point that it might not be the best idea since they are trying to recruit individuals with specific eligibility requirements. L. Cooper also made the point that they hand-picked people for the CDL training and that process went well.
- J. Turgeon gave more detail on the 3 pre-apprenticeship programs and the possibility of getting them up and running and starting cohorts.
- S. Loosemore mentioned that he may have construction partners that have job openings and are willing to hire people if we were to have an additional construction cohort instead of getting 3 additional pre-apprenticeship programs up and running. Because

J. Turgeon pointed out that he has partners ready to get the pre-apprenticeship programs started and S. Loosemore may or may not have employers willing to hire, it was agreed upon to move forward with J. Turgeon's proposal. D. Flores thought it would be a courtesy to make a call to the nurses' union to inform them about the Community Health Worker program. D. Flores made a motion to accept (keeping in mind her call to the nurses' union, which will not make it a veto) and a second by Ms. Stockwell.

New Business:

- J. Turgeon referenced the City Fire Dept. Open House flyer in the meeting packet and that the WIB/Workforce Central was approached by City Hall Human Resources Dept. to see if we had funds to cover the civil service fee. J. Turgeon found a civil service fee waiver form online and the committee decided that using funding for this purpose was not appropriate for the WJF's limited resources.

Adjournment:

- S. Loosemore made a motion to adjourn @ 11:45am; the motion was seconded by F. Kartheiser and unanimously approved.