



CREATING EMPLOYMENT CONNECTION:

**South Shore Workforce Investment Board
Board Meeting
8:30 AM – 10:30AM on March 25, 2011 at
The Lantana
43 Scanlon Drive
Randolph, MA 02368**

Members Present:

Joan Cirillo
Patricia Daly
Greg Hanley
William Harris
Paul Hart

James Howard
Stephen Howard
Alan Macdonald
Kevin Madden
Joseph Notini

James Pinkham
Paul Sullivan
Nichole Thompson
Don Uvanitte

Members Absent:

Harry J. Brett
David Cesario
Brenda Ebode
Peter Forman
Denis Hanks

Linda M. Lawrie-Braunstein*
Joseph MacRitchie
Rosemarie McGillicuddy*
Jeanette Paul*
Dean Rizzo

Harry Salerno*
Doric Scarpelli
Keith Segalla*
Charles Wall*

WIB Staff Present:

Maryellen Brett
Alicia LeClaire

Deborah Lipton
Regina Zahran

Joyce Livramento-Young*

Guests:

Arthur Brookfield*
Laura Hoitt
Ronald Iacobucci

Jacquelyn F. McLellan
Kevin Parham

Peter Skarinka
Patricia Yanovich

**Excused Absence*

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- I. Don Uvanitte, Chairman called the meeting to order at 8:40 a.m.; meeting began with introductions from those present.
 - II. Don Uvanitte, Chairman asked for comments, additions or corrections to the December 12, 2010 Board meeting. Hearing none, a motion was made to accept the minutes: the motion was accepted by Jim Howard and seconded by Jim Pinkham. The Board unanimously approved the minutes the motion carried.
 - III. Kevin Madden, presented the Treasurer's report in the absence of Treasurer Harry Salerno. The Report of Financial Summary for all Grants FY11; Period 7/01/10 – 12/31/10 was reviewed. The Chairman called for additional comments, hearing none a motion was made to accept the Treasurer's Report. It was accepted by Jim Howard and seconded by Jim Pinkham. Treasurers' report approved.

Greg Hanley: What happens to the ARRA programs once these funds run out?
Kevin Madden: These are one-time funds. They will end.
Greg Hanley: If there is a successful program through these funds, is there a way to recapture any other funding to continue the program?
Kevin Madden: As of 6/30/11, four staff will be laid off (two at each career center).
Greg Hanley: The Health Care Skills Grant will be ending?

Maryellen Brett: The Health Care Skills Grant ends June 30, 2011. The funds that come every year are the WIA funds (the main stay of the funding) and Wagner Peyser. The rest of the funds are through term grants such as ARRA, Health Care Alliance.

IV. General Updates

Maryellen Brett: WIA Update in Congress

The US House of Representatives recently put forward H.R.1 which eliminated funding for WIA. WIA was supposed to be fully reauthorized five years ago. This did not happen; it has been a continuing relatively resolution since that time. At this point, it appears FY11 funding will remain unchanged. For FY12 it is expected that Workforce Development funding will be in contention. This may be a good thing if the spotlight is shifted back to the WIA reauthorization and let it finally have its moment. There is much lobbying by the Conference of Mayors, Association of Community Colleges and Labor for the workforce system taking place in Washington, DC.

Kevin reiterated that it appears that the budget for FY11 will remain as is. It's simply not possible to predict cuts with any accuracy at this time. The State has asked each area to sketch out various "impact scenarios" and will use the data at a later date (when more information is available from Congress) to compile a statewide picture.

Maryellen reported on current grant initiatives:

Grants Info and Program Updates (non-youth)

Health Works Alliance grant with Quincy College

- \$209,000 1 year program with Commonwealth Corp.
- 23 students
- Four programs: phlebotomy, billing and coding, surgical tech and exercise science
- All students will receive certificate from Quincy College

Brockton & SSWIB w/CommCorp

- ½ day workshop at Massasoit Conference Center on Careers in Medical profession
- Over 75 professionals attended
- Focus: Information on billing and coding; engaging youth and discussion on changes coming in this profession

Respiratory Therapy Grant with SEIU1199, Massasoit, Quincy Medical, Radius Hospital & Boston Medical. This was funded through the Workforce Competitiveness Trust Fund. The SSWIB was a partner with the grant.

- 16 students
- Program end 6/11
- Outcome of Associate Degree
- funded through Workforce Competitiveness Trust Fund
- \$210,000 3 year program

Summer GED Preparatory Program

- Similar to last year but with improvements: earlier start, additional screening
- \$23,980 from MA Department of Elementary and Secondary Education
- Program will run through summer, end by August 31, 2011

Rapid Response Supplemental Grant

- \$208,040 awarded to South Shore region has been obligated
- 79 participants

On-the-Job Training (OJT) New program for the Career Centers

- Starting small – two contracts:
 - Adams Comm Inc., Carver, MA

- o Advantage Weatherization, Quincy

Workforce Training Fund

- \$21million FY2011 (level funding)
- Division of Career Services administers applications less than \$50,000
- CommCorp is administering applications of \$50,000-\$250,000
- Next application date is May 6, 2011
- Visit www.mass.gov and click on “for Businesses” for more information

Kevin Parham: On the Job Training Initiative (OJT): The Plymouth Career Center (PCC) is participating in this initiative. Jackie McLellan is spearheading the program at the PCC. OJT allows a company to train a candidate with the intent of hiring.

JMcLellan: Found seven companies in the area that were willing to do the paperwork; met with them and chose four to go forward with. Adams Communications grant began March 14, 2011. The other two companies that are interested are also in the process of hiring: one is a lab company who is looking for a candidate to perform marketing for their sales division and the other company is Custom Machine and Tool in Hanover, and they are looking for someone to do gear machinery. They can do up to 26 weeks of training; the companies with less than 50 employees get 90% of their hourly salary returned.

V. Committee Updates

Debbie Lipton: Youth Vendor and Youth Council Updates

Wellspring Small Business Program and Training Resources of America (TRA) Customer Service Program had their end dates extended through June 30, 2011 which will give these two vendors more time to work with clients; there is no extra money involved. The year-round programs are making progress.

Debbie provided an update of the Mid-Year and Year-Round contracts for WIA youth vendors: Hull Public Schools (year-round in-school youth contract), Plymouth Boys and Girls Club and Quincy Evening High School (year-round out-of school youth contracts) and Training Resources of America (TRA) and Wellspring MultiService Center (mid-year and year-round out-of-school youth contracts). TRA's mid-year contract is in corrective action, however making progress in meeting its enrollment goals. All the other programs are continuing to work toward their contracted goals. The Youth Council continues to meet every other month.

Jim Howard: Career Center Committee

Jim introduced the Career Center Committee members who were present. He stated that the committee is very close to having a report to bring to the Executive Committee for approval. The report will then be given to the Mayor for review. The Mayor has been invited to all the meetings. Both Career Centers had the Committee as guests and participated in the workshops offered.

Harry Brett: Workforce Issues Committee (provided by Alicia LeClaire)

Workforce Issues Committee met on February 10, 2011. It was the first meeting of the committee and it was an opportunity for the committee to look at the region, the Labor Market profile for the South Shore Region and look at some job vacancy reports. The committee wants to gain a better picture of which groups had experienced the greatest impact from the recession. Kevin Madden provided insight about who is being served at the Career Centers. The committee reviewed where the hiring may take place as the recession begins to moderate. The committee is at the point where they need to develop their mission statement, and really distinguish themselves from the other committees and have clear path to move forward.

Peter Forman: Resource Management Committee (provided by Pat Daly)

Resource Management sub-committee met twice. The committee acknowledged that the focus of the Workforce Investment Board needs to stay on workforce training with some time spent on how the resources should be used. However, the focus of this training needs to shift from customer service for

everyone looking for training without some assurance that there might be a job at the end of the training. The more effective focus should be on employers for opportunities who need trained workers. This should be accompanied by a change in goals and measurements of how many people have received training.

VI. Career Center Business Service Presentation

Kevin Parham, Plymouth Career Center Director

Kevin thanked the Board for the opportunity to present an overview of the Business Services Representatives (BSR) for the Plymouth and Quincy Career Centers (QCC). The career center's business customers are a vital component in the overall services that are provided at the Career Centers. The team goes to great lengths to accommodate their needs. The BSRs look at employer's resources. The Rapid Response Team works on the other side of the fence with companies downsizing. Pat Yanovich (QCC) goes out to these companies and markets our services to the employees who will be exiting the companies. She works very closely with the team that receives the job orders and markets these services. BSRs work very closely with the MA Office of Business Development (MOBD). MOBD brings their resources to us, they know what companies are coming to the region, they work with the Chambers of Commerce

Laura Hoitt and Ron Iacobucci provided an overview of a presentation that is provided to local business.

Quincy and Plymouth BSRs served:

- 618 employers (289 new to Career Centers)
- 320 employers listing job orders
- 13,424 job seekers
- 8,044 UI claimants
- 985 veterans

The Career centers can assist with posting job openings, career fairs and individual recruitments. The Career Centers serve businesses, non-profits organizations, public sector and jobseekers. Job seeker workshops topics include:

- Computer and internet basics
- E-Learning
- Resumes and cover letter writing
- Interviewing
- Career Exploration
- Networking/Job Club
- How to search for Federal jobs

Two important points are: word of mouth and the Career Centers are the State's best kept secret.

VII. Old Business

VIII. New Business

Steve Howard introduced the new way to hire youth.

Debbie Lipton: Take 1: Hire a teen; summer job campaign.

Kevin Madden: There may not be any money for summer youth.

X. Meeting Adjournment

Meeting adjourned at 10:30 a.m. Next Meeting: June 23, 2011.