



CREATING EMPLOYMENT CONNECTIONS

## South Shore Workforce Investment Board Board Meeting

8:30 AM – 11:30AM on May 25, 2010 at  
Holiday Inn, 929 Hingham Street,  
Rockland, MA 02370

### **Members Present:**

Harry J. Brett  
Patricia Daly  
Peter Forman  
Denis Hanks  
William Harris  
James Howard  
Stephen Howard

Bruce King  
Linda M. Lawrie-Braunstein  
Kevin Madden  
Maralin Manning  
Rosemarie McGillicuddy  
Joseph Notini

James Pinkham  
Harry Salerno  
Doric Scarpelli  
Paul Sullivan  
Nichole Thompson  
Charles Wall

### **Members Absent:**

David Cesario\*  
Joan Cirillo\*  
Geraldine Dussault\*  
Brenda Ebode

Greg Hanley  
Martha Sue Harris  
Paul Hart\*  
Jeffrey LaFleur\*

Joseph MacRitchie  
Jeanette Paul\*  
Keith Segalla\*  
Don Uvanitte\*

### **WIB Staff Present:**

Maryellen Brett  
Margaret Gilligan

Alicia LeClaire  
Deborah Lipton

Joyce Livramento-Young  
Regina Zahran

### **Guests:**

Arthur Brookfield  
Donald A. Gillis  
Kevin Parham

Thomas Perreira  
Mary W. Sarris

Peter Skarinka  
Sheila Sullivan-Jardim

*\*Excused Absence*

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1. Harry Salerno, Treasurer: called the meeting to order at 9:00 a.m. The meeting began with the welcome to all members and guests. Everyone was asked to introduce themselves.
  2. Motion was made to accept the minutes of the April 25, 2010 meeting: the motion was accepted by Denis Hanks and seconded by Harry and; the motion was carried.
  3. Harry Salerno, Treasurer presented the Treasurer's update. No new Treasurer's Report because these are done quarterly. A letter was received from the Internal Revenue Service confirming that the South Shore Workforce Investment Board (SSWIB) is a 501(c)(3) organization. Tax returns are filed each year by Arthur Brookfield. Payroll Signatory will be changed from Arthur Brookfield to Maryellen Brett. The motion was presented to the Board, accepted by Harry Brett and Jim Howard seconded; the motion was carried.

4. Maryellen Brett: Update on WIB Activities

State Certification of the WIB: Review took place in April. Department of Career Services, the oversight entity reviews all procedural documents (i.e. COE/LWIB Agreement, By-Laws, LWIB Corporation Status, Board Matrix, Youth Council Membership Matrix, etc.). The completed report Quality Assurance Appraisal Final Report was shared with the Executive Committee. The SSWIB is working on an action plan to address any potential issues.

The State Systems Certification also took place in April. This oversight reviews the WIA Fiscal and Programs of the South Coastal Career Development Administration. The following attended this review: Maryellen Brett, Joyce Livramento-Young, Kevin Madden and the Career Center managers. DCS will send report will be prepared and sent to us when complete.

Rapid Response: Joyce Livramento-Young reported that the South Shore region will be requesting \$208,039.94 for training of dislocated workers. The funds will be used to expand training opportunities to a greater number of dislocated workers including UI claimants, RES participants and Veterans. The SSWIB will be working with South Coastal Career Development Administration (SCCDA) to confirm we meet the criteria. The application must be submitted before June 30, 2010. The funds must be spent by June 30, 2011.

State On-the-Job –NEG Initiative: Joyce Livramento-Young is representing the south shore workforce area (SSWA) in a statewide On-the-Job –NEG initiative coordinated by the Executive Office of Labor and Workforce Development (EOLWD). EOLWD submitted an application to the Department of Labor (DOL) on May 20, 2010 and is waiting response. The state submission requests \$4,029,706 for 150 OJT-NEG slots. The Greater New Bedford and Hampden regions will serve as the project operators for the state. The SSWIB will work closely with the Quincy and Plymouth Career Centers to ensure constituents in our region avail themselves of this opportunity. The Annual Plan guidance has been issued. The plan will need to be completed and submitted to the State by Friday, June 25, 2010. The June 30, 2010 Board meeting will need to be rescheduled. The planning group will meet several times to prepare the Annual Plan. The regional allocation for funding has gone up 3.6%. Some regions in the state received a 37% increase. Others were going to be cut and lose as much as 17% or 18%.

5. Youth Council Update: Stephen Howard was introduced by Debbie Lipton as the new Youth Council Chair. Stephen works for Blue Cross Blue Shield in the Executive Office. He has worked for BC/BS for five years. He has a commitment to youth employment having run his own food distribution/services company in Georgia for 25 years; he worked for the City of Boston under Mayor Kevin White and bring a great deal of community knowledge to the Youth Council Chair position.

6. Motions to be voted:

Agenda Item VII:

- A. Motion to approve the Youth Council's recommendation to fund two youth grant applications to serve towns at or below the average state drop-out rate of 3.4%.

The motion was presented to the Board, accepted by Harry Brett and seconded by Harry Salerno; the motion was carried.

- B. Motion to approve the Acceptable Risk Factor Documentation for the Summer YouthLinks program.

The motion was presented to the Board, the motion was accepted by Harry Brett and seconded by Dr. Charles Wall; the motion was carried.

- C. Motion to allow the SSWIB Executive Committee to review and approve Title I WIA Youth Contracts to vendors upon recommendation of the Youth Council.

The motion was presented to the Board, the motion was accepted by Harry Brett and seconded by Dr. Charles Wall; the motion was carried.

10. HS: New Business – none.

11. HS: Old Business – none.

12. HS: A motion was made to adjourn the meeting, which was seconded and carried. Meeting adjourned at 9:15

Meeting Adjourned.

## WIB Planning Session

Harry Salerno: Background and Purpose for Today's Meeting

Don Gillis, Executive Director of Massachusetts Workforce Board Association:

- Vision under WIA of 1998 (federal mandate)
- Governor's Priorities and State Roles
- Chief Elected Official Partnership
- WIA Reauthorization Status
- MASS Workforce Board Association Annual Meeting and Jobs Summit: June 21 and 22, 2010, Sturbridge, MA
- Mission and Vision

Sheila Sullivan-Jardim, Executive Director, Greater Brockton WIB:

- One-Stop Career Center Committee
- Charger Agreement with Quincy and Plymouth One-Stop Career Centers
- Career Center Charter Operations Review

Mary Sarris, Executive Director, North Shore WIB

- Workforce Issues Committee
  - NSWIB Sub-Committees: Workforce Systems, Partnership Committee, Executive Committee, Skills Gap

Tom Perreira, Executive Director, Bristol WIB

- Resource Management
- Planning:
  - WIB Strategic Plan
  - Selection of workforce development service providers for the region
  - Development of local workforce development policies
- Performance:
  - Provides oversight and direction of workforce system
  - Develops standards and criteria for measurement
  - Evaluate achievements of goals
  - Analyze performance of sub-recipients and vendors

Debbie Lipton, Youth Director at South Shore WIB

- Youth Council
- WIA law mandates the Youth Council have four members from the Board on the youth council

Committee Formations:

- Executive Committee

Don Uvanitte  
Harry Brett  
Stephen Howard  
Maralin Manning  
Harry Salerno

- One-Stop Career Center Committee

Jim Howard  
Maralin Manning  
Rosemarie McGillicuddy  
Joseph Notini  
Jim Pinkham  
Peter Skarinka  
**STAFF:** Joyce Livramento-Young

- Resource Management

Harry Salerno  
Arthur Brookfield  
Patricia Daly  
Peter Forman  
Denis Hanks  
Nichole Thompson  
**STAFF:** Maryellen Brett

- Workforce Issues Committee

Harry Brett  
Bill Harris  
Bruce King  
**STAFF:** Alicia LeClaire

- Youth Council

Stephen Howard  
Linda Lawrie-Braunstein  
**STAFF:** Debbie Lipton