



CREATING EMPLOYMENT CONNECTIONS

**South Shore Workforce Investment Board
Board Meeting
8:30 AM – 10:30 AM on July 14, 2011 at
Plymouth Area Chamber of Commerce
134 Court Street
Plymouth, MA 02360**

Members Present:

Harry J. Brett
Joan Cirillo
Patricia Daly
Peter Forman
Denis Hanks
James Howard

Stephen Howard
Linda M. Lawrie-Braunstein
Alan Macdonald
Kevin Madden
Rosemarie McGillicuddy
Joseph Notini

James Pinkham
Harry Salerno
Doric Scarpelli
Don Uvanitte
Charles Wall

Members Absent:

David Cesario*
Brenda Ebode
Greg Hanley*
William Harris*

Paul Hart
Joseph MacRitchie*
Jeanette Paul*
Dean Rizzo*

Keith Segalla
Paul Sullivan*
Nichole Thompson

WIB Staff Present:

Alicia LeClaire
Deborah Lipton

Joyce Livramento-Young
Regina Zahran

WIB Staff Absent:

Maryellen Brett *

Guests:

Arthur Brookfield

Kevin Parham

**Excused Absence*

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- I. Don Uvanitte, Chairman, called the meeting to order at 8:45 a.m.; extended a thank you to Denis Hanks for hosting the meeting.

Denis Hanks: gave a brief overview of the planned expansion at the Chamber's new location on Court Street.

Don announced that Maryellen Brett, Executive Director, will not be joining us today, she's not feeling well. Joyce Livramento-Young will fill in for the Executive Director and provide the update.
 - II. The State postponed the Annual Plan due date to August 5, 2011. The Chairman recommended a vote from the Board to allow the Executive Committee to approve the Annual Plan. A motion was: the motion was accepted by Harry Brett and seconded by Dr. Charles Wall. The Board unanimously approved the motion and the motion carried.
 - III. Don Uvanitte, Chairman asked for comments, additions or corrections to the March 25, 2011 Board meeting minutes. Hearing none, a motion was made to accept the minutes: the motion was

accepted by Harry Brett and seconded by Jim Howard. The Board approved the minutes and the motion carried.

- IV. Harry Salerno presented the Treasurer's Report. Special thanks given to Arthur Brookfield for creating and updating the report. The report specified that all WIA funds carried in have been expended for the Title 1 Adult and Title 1 Dislocated Workers. The SSWIB portion is on track; the allocations were expended. YouthWorks will be expended by the end of the program year. The DCS funds were all expended. The ARRA: Stimulus Grants were all expended with the exception of the Healthcare Skills Gap Grant, \$4,466. A motion was made to accept the Treasurers Report: the motion was accepted by Denis Hanks and seconded by Jim Howard; the motion carried.

- V. Executive Director's Update: given by Joyce Livramento-Young (for Maryellen Brett)

Joyce Livramento-Young: Thanked the Board for approving the motion to allow the Executive Committee to approve the Annual Plan. Maryellen Brett previously sent an email to Board Members stating the reason for the delay.

The SSWIB is to consider and adopt the MA Unified Workforce Investment System Complaint Process. Previously there were two separate complaint systems: (1) for Title I services and (2) for Title III services for Migrant and Seasonal Farm Workers. On April 29, 2011, the State unified that complaint process. Included in the Board package are three different documents: (1) overall summary of the complaint process; (2) Frequently Asked Questions; and (3) the Flyer that is posted at the Career Centers. There are four members within the South Shore Career Center System who are Complaint Officers: Joyce Livramento-Young, Alicia LeClaire (back-up), Kevin Madden (Quincy Career Center) and Kevin Parham (Plymouth Career Center). Complaints can be filed by a vendor, customer or business.

Don Uvanitte made a motion to accept the formal MA Unified Workforce Investment System Complaint Process: the motion was accepted by Denis Hanks and seconded by Harry Brett; the motion carried.

- Program Updates

Alicia LeClaire: this year the SSWIB has participated in three major adult training grants:

- I. Respiratory Therapy Grant: Massasoit is the education lead on the Respiratory Therapy Grant. This three year grant will be completed in December resulting in 16 new Respiratory Therapists.
- II: Pat Daly and South Shore Community Action Council (SSCAC) implemented a very successful transportation grant with 41 participants. Secretary Goldstein visited the program to highlight the successful partnership of SSCAC with local business, the Career Center and the Plymouth Adult Basic Education (ABE program
- III. Health Work Alliance Grant: The Health Work Alliance (HWA) Grant with Quincy College was a one year grant to accelerate certificate in health care. Certificates were granted in Billing and Coding, Phlebotomy, Exercise Science and Surgical Technology. There were 23 participants; all 23 graduated (most with honors). This grant gave us the opportunity to deal with many of the issues faced by adults with family and work commitments trying to go back to school. There is much work that remains to be done in this area.

GED Program

The ARRA Funding (the Stimulus Funding) ended as of June 30th. As we talk about the Annual Plan looking forward, those funds that we had over the last two years are over. The Department of Elementary and Secondary Education funding has allowed us to continue to offer a summer GED Program. Additional funding has been offered for FY12. The Grant application is due August 2, 2011. The funding amount is \$23,000. Last year there were nine individuals enrolled in the program; classes were offered from Monday – Thursday; it had a tutoring component. As a result, two people received their GED; and others have moved onto employment or returned to a GED program for further assistance. This year we took some of the recommendations that we had last year, we now started with 19 people. There is some fallout as Joe Notini mentioned; the GED program are those whose demographics are the hardest to serve, most of need, need much more support services. To date, I wanted to let you know that 3/4 are still in the program; there are four members who are repeating form last year. The DESE recently put out an RFP that used this program as part of it. We were the only program in the state than ran a summer GED program. Others had a program but it was incorporated into their career center access. They were very excited of the outcomes that we had. This program ends on August 30, 2011.

MRC Initiative

There is another initiative that we collaborated with MRC for disabled in high school.

Linda Lawrie-Braunstein: In January, 2011, I met with Quincy Career Center (QCC) staff to introduce a concept of having a transition program for upcoming graduates of high school. Collaboratively, the SSWIB and QCC staff brought together cross section of agencies, including secondary schools, public agencies and private industries, to offer information to parents and youth. Over 100 individuals attended. It was a great success.

VI. One-Stop Career Center News *Kevin Madden, Executive Director, SCCDA*

The South Shore Career Centers are as busy as they have ever been; both have seen more people this year than last year. On the treasurer's Report: the ARRA funding was spent over 27 months. There is a federal grant called REA; it is a grant that allows us to give more core services to customers. The **Reemployment and Eligibility Assessment (REA) Program** is a program funded by the US Department of Labor to help Unemployment Insurance claimants return to work faster. Claimants are randomly selected to participate in the REA Program. Notification has been provided that this grant has been extended nine months to March 31; \$175,000. The state wants us to fund the remaining \$25,000 of funds through the Wagner Pyser funds which we will submit through the Annual Plan. For UI: the state continues with the massive updates of its IT systems. Those on the business side may have seen that the IT update is already in place however, on the benefits side, the UI on-line is not on-line yet. Once this is on-line, this will take all of the walk-in claims staff out of the Career Centers. The claims will either be serviced on-line or on the phone. UI employees that are on our budget were told that they would stay in the career centers for at least eight months but that we would have to fund them for up to twelve months; which would be taken care of through Wagner Pyser funds. There are two individuals in Quincy and two Plymouth. Joe Notini mentioned that they may actually be funding all twelve months but we have yet to receive the official notice.

The Plymouth Career Center hosted Lt. Gov. Tim Murray. He took a tour of the center; he had a real interest in how the center operated; met every staff person and listen to what they did in their job. He also took time to recognize Mike Kelley, our Veterans Rep and compliment him on the good work he is doing for the veterans; he also presented Ken Elliott with a certificate signed by the Governor acknowledging his 34 years of service.

VII. Committee Updates

- Youth Council

There are handouts on the right hand side of the package with the updated performance numbers for the five WIA youth vendors that shows the performance thru the end of the fiscal year. There is a youth depression going on right now, there is a 75% unemployment rate for teenagers. There is another three months from July 1 through September 30th that we will have in order to get better numbers, completions on the programs. Those youth who have not exited at that time will be carried over to FY12. Many youth need more than 1 year to get to their outcomes. There is a lot of transition going on.

The SSWIB released a new RFP the year; requesting a two year program design; in response to the new outcome measures. This is recognition that many youth need more than one year to get the desired outcomes that will leave them in a place where they will become competitive in the job market and will ultimately be able to set themselves up for economic successes. Eight proposals were received; all reviewed by a review team; the review team recommendations went before the Youth Council for their vote; the recommendations went before the Executive Committee on June 30th. While the RFP was for two year contracts, the contracts will be released on a one year basis and they will be renewed for a second year based on the availability of funds and on performance. Many of the programs are from vendors that we have relationships with in the past and have had good results: Plymouth Boys and Girls Club of Plymouth, Training Resources of America, WellSpring Multi-Services of Hull, Quincy Public Schools and the Hull Public Schools. There is a new vendor: the Hull Life Saving Museum. The majority of the programs are providing diploma, credit recovery, or GED programs; or in the Hull Public Schools it is a dropout prevention program; that are geared for youth that are very low-income and have an additional barrier to employment – the Hull Life Saving Museum is particularly focused on DYS youth who have been incarcerated, who are African American or Latino, are at the greatest risk of recidivism back into the correctional system. The Hull Life Saving Museum is targeting this audience and their outcomes are remarkable; for all of the youth they have served over several years through Boston, they have had a 75% retention rate; this means that these youth are going on to finish their diploma or GED, they are enrolling in post-secondary education; they are getting jobs and they are moving on to be productive in their lives. The Hull Life Saving Museum does this through the maritime apprenticeship program. They are learning occupational skills related to the maritime industry and this year they are also going to be adding pieces that have to do with technologies that are both learned in a traditional way as well as green technologies. What they are hoping to do is to build relationship with companies that are doing green technologies on the South Shore: such as Northern Technologies. This program is open to all youth in south shore communities in the WIB region; they are taking on six youth and anticipate that they will take two years; a certain amount of the money will go into stipends but most of it is going into staff and support services.

Hull public schools is on alert; they are figuring out how to keep their students active in learning the locational skills in addition to learning case management skills.

The two programs that were not funded: Carver Public Schools and Middleborough Public Schools. Both of them had very successful programs with the ARRA summer youth employment for the last two summers. There wasn't enough money to fund all that applied; however, they have both indicated an interested in technical assistance from the SSWIB to learn how to work on their grant proposals and how to shape their programs so they can be effective.

The WIA Youth Performance Measures are now moving to Common Measures. In the past, Adult and Dislocated workers were measured one way and youth were measured in a different way. The Feds have been encouraging the states to use the same measures that are being used for adults, dislocated workers, senior community employment programs and this has happened. The state has applied for this through the feds and we have been told to go forward with these measures. The first page of the handout describes the old measures which are now being syphoned down to three measures which are Placement in Employment or Education, Attainment of Degree or Certificate and Literacy/Numeracy Gain. There is no longer a breakout between older and younger youth; it is simply at the time when someone comes in when it is determined what an appropriate measure is.

The Summer YouthWorks program was funded for approximately \$94,000. We are about to use this money to fund youth that live in Randolph and Quincy; Weymouth chose not to participate this year due to the match requirements. We must raise 20% of the \$94,000 in match funds and Weymouth was not in a position to do that this year; therefore they are more youth than were originally anticipated.

- Career Center Committee (CCC)

Jim Howard: Happy to report that after seven months we have completed the draft charter that all committee members thought could meet the obligations of the statutory regulations of WIA. At this time I'd like to thank the committee and our partners both the Career Centers and DCS for their assistance and Joyce and the SSWIB for their help. On Monday, May 9th I met with the Executive Committee and we reviewed the draft charter; there were some minor changes recommended; there was discussion with the Executive Committee on how to proceed with discussing the charter with our partner the Mayor of Quincy under the direction of the SSWIB. The charter was then given to Kevin Madden to bring to the Mayor of Quincy for his review. On May 20th I received a letter from the Mayor's Chief of Staff Jim Fatseas informing me that the Mayor had the charter and it was being reviewed by his staff. To date, I have not heard back. This document meets all the requirements of the WIA and I believe that as a board and committee we have an obligation with our oversight roles and continue with our due diligence with regards to getting the charter in place.

- Workforce Issues

No update at this time; Harry Brett had to leave to attend another meeting.

- Resource Management

Peter Forman: No update at this time.

VIII. Old Business

None at this time

IX. New Business

None at this time

X. Meeting Adjournment

Meeting adjourned at 10:20 a.m.

