

Brockton Area Workforce
BAWIB
Investment Board

Quarterly Board Meeting
8:30 a.m. – 10:00 a.m. on Thursday, June 25, 2015
BAWIB Business Center, 34 School, 2nd Floor Brockton, MA 02301

CALL TO ORDER: The meeting was called to order at 8:38 a.m. by the Chair, Suzanne Fernandes.

QUORUM PRESENT

1. **WELCOMING & OPENING REMARKS**

- Welcome to our new home 34 School Street
- Kudos to Sheila Sullivan-Jardim and BAWIB staff.

2. **ROLL CALL:**

Present: Suzanne Fernandes –*Chair*, Pasquale Ciaramella - *Clerk*, Thomas Thibeault, Joseph Mitchell, Jonathan Carlson, Jennifer Patnaude, Joseph Lovetere, Barbora Hazuková, Diane C. Kendrick, Joe Madaio, Terry Schneider, Dr. Charles Wall, and Aguinaldo Fonseca

Not Present: **Heidi Chuckran*** – *Treasurer*, **Marc Lane***, **Jean Brillant***, Alex Perez, **Beth Costa***, **Fred Clark***, Mark Flaherty, **David Flynn***, Maria Unda, **Stanley M. Hurwitz***, Don Zimmerman, **Linda Sacchetti***, Archie Gormley

Ex-officio: John Murray of CareerWorks

Staff: Sheila Sullivan-Jardim, Jason Hunter, Lorraine Albert, Keith Hartnett, Andy Martin, Krystal Love, Vicky Palantzas, David Vincent, Sam Holt, and Rachel Cherry-Adams

Guest(s): Mary Waldron of Bridgewater State University (for Fred Clark), Eric Heller of UMDI, and Richard Sanon, EOL (DCS), National Emergency Grants

***Bold** = excused absence

3. **MINUTES:**

- The March 26, 2015 BAWIB Full Board meeting minutes were approved by the Board.

4. **MANAGEMENT COMMITTEE** - *Sheila Sullivan-Jardim*

○ **FY15 WIA Budget Update**

- Total combined BAWIB 71% at 5/31/2015.
- WIA will allow BAWIB to carry-in 20% of funding, but Ms. Sullivan-Jardim indicated that BAWIB would not carry-in the 20%.
- BAWIB is on track for funding; some of BAWIB's grants will carry-over to FY2016.

○ **DCS Fiscal Monitoring** - The Division of Career Center (DCS) has been conducting their fiscal review of BAWIB this week. Ms. Mary Bohan has been working with Kathy Connelly to make a smooth transition in her role as the new Finance Director.

○ **WIOA**

- Ms. Sullivan-Jardim gave synopsis of the new legislation (workforce innovation).
- Youth funding has changed – majority of funds will be allocated to out-of-school (OSY) school designation.
- Youth Council – WIOA no longer requires a Youth Council. Ms. Sullivan-Jardim indicated that more WIBs are leaning toward running a Youth Council as a committee component. This will require a by-law change.
- Employers – more emphasis on employers (employer-driven needs)—will be able to train incumbent workers.
- Career Centers – new set of mandated partners. WIOA will mandate this.
- The makeup of the local WIB boards will change.
- Procurement of our Career Centers – Ms. Sullivan-Jardim indicated that BAWIB will check to see if we can get a waiver. We will be given a year to implement the process.
- The Board has been asked to have designation by the Mayor.

○ **Budget FY16 (VOTE)**

○ **BACKGROUND**

➤ **CareerWorks**

- Total projected funding \$2,122,787
- 3.1% increase
- Offset by several grants ending
- CareerWorks Will proposed to DCS that 23% go toward training as opposed to the 30% stipulated by the State.
- Increase of 2.5 FTE's from the previous year.

➤ **BAWIB**

- Total Projected FY16 Funding - \$1,844,878
- WIA funds 10.9% to 11% increase (2% average)
- 13 FTEs

➤ **MOTION - VOTE**

- To accept the budget as presented as the final draft budget for Fiscal Year 2016 for the Brockton Area Workforce Investment Board, empowering the Executive Director and Director of Finance to make budget modifications based on changes in funding streams.
 - The BAWIB and One-Stop Career Center CareerWorks (UMDI) narratives were forwarded to the Board in the e-Board Book documents for their review.
 - A motion was made (Mr. Pat Ciaramella) and seconded (Ms. Diane C. Kendrick) to accept the budget as presented as the final draft budget for Fiscal Year 2016 for the Brockton Area Workforce Investment Board, empowering the Executive Director and Director of Finance to make budget modifications based on changes in funding streams.
 - The motion passed.

5. Career Center Committee

○ **CareerWorks Update** – *John Murray*

- Distribution: CareerWorks Update 6/25/2015
- Snapshot
- Focus for FY2016 - Jobmatching

6. YOUTH COUNCIL & SERVICES - Update

○ **FY'15 WIA Youth** – *Krystal Love*

- Programmatic monitoring by DCS has been conducted; great job (certified for the year).

○ **Summer Jobs 2015**

- Transition – WIA
 - Brockton Public Schools and TRA.
- As of 6/24/2015 (16 – 21 year olds)
 - 900 applications online applications
 - 180 goal placements
 - 160 approved
 - 50 additional (missing information at this time).
 - Krystal love will send Terry Schneider information.

○ **Jobs First**

- Transitioning into summer jobs (paid internships, literacy).

○ **Perfect Pitch**

- Information was included in Board book.
- Mayor Bill Carpenter was in attendance at this great event.
- 70 youth participated.

○ **Youth Career Connect** – *Andy Martin*

- US Department of Labor grant – for 3 years.
- Partnering with Jobs for the Future (JFF) and the Brockton Public Schools [Brockton High School].
- 95 applications have been received.
- Anticipate enrolling 70 youth.
- Mr. Martin indicated that 6 of the middle schools in Brockton have been visited (about 500 young people).

- **New Initiatives** – *Krystal Love*
 - Summer Jobs/Project Help – 13 youth working in a Parks setting.
 - Eastern Bank – Increase violence prevention awareness in youth
 - DJ Academy sound lab – learning the music business
7. **MARKETING & RESOURCE DEVELOPMENT COMMITTEE** – *Jason Hunter*
- ***Revenue Planning Worksheet*** – Mr. Jason gave review of sheet and highlighted the recent grant submittals.
 - Summer Jobs – to supplement youth summer jobs (potential funder: Attorney General)
 - ABE/ESOL – Provide ESOL/ABE training related to work (potential funder: DESE)
 - Connecting Activities – Connecting youth to businesses through internships focusing on STEM (potential funder: DESE)
 - EDA – renovate the center (potential funder: Dept of Commerce)
 - **Google Analytics Quarterly Report** - *Keith Hartnett*
 - Distribution: Quarterly Marketing Update –Year to Year Data
 - Mr. Hartnett gave a brief highlight of the report.
 - Increases due to Summer Jobs -
 - Visits are up – 7,553 vs. 3,593
 - Pageviews up – 22,257 vs. 6,133
 - Facebook – reach 40 (60%)
 - MailChimp (BAWIB Industry Newsletter) – subscribers 306
8. **EXECUTIVE DIRECTOR REPORT** – *Sheila Sullivan-Jardim*
- *Facility Update*
 - National Grid (Energy Efficiency) – within 2 weeks [HVAC, winterization – Savings to BAWIB \$10,000.
 - Painting and Carpeting (tiles and roll-up) – samples are on display today in room. Floor to ceiling renovations— a much needed upgrade (refresh).
 - Coming attractions /Security Camera (exterior) and Signage, Labs (e.g., healthcare, manufacturing)
9. **ANNOUNCEMENT(s)**
- Community Forum (open to the entire community)– tentative August 2015
10. **CHAIR’S CLOSING REMARKS**
- The Chair, Suzanne Fernandes thank everyone for coming today.
11. **ADJOURNMENT**
- There being no more business a motion was made to adjourn the meeting at 9:58 a.m.

NEXT MEETING – June 25, 2015*
**May be adjusted due to state budget deadlines*
BAWIB BUSINESS CENTER
Your Partner for Employer Education and Workforce Development