

Brockton Area Workforce
BAWIB
Investment Board

Quarterly Board Meeting
8:30 a.m. – 10:00 a.m. on Thursday, September 24, 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, Jonathan Carlson, Jean Brilliant, Beth Costa, Barbora Hazuková, Linda Sacchetti, Joe Madaio, Terry Schneider; and ***New Board Members:*** Brian McElhinney, Madeleine McGuire, Kathleen Smith, Mary Waldron

Not Present: **Heidi Chuckran*** – *Treasurer*, **David Flynn***, **Charlie Nano***, **Diane C. Kendrick, Stanley M. Hurwitz*, Joseph Mitchell*, Don Zimmerman***, Archie Gormley, Aguinaldo Fonseca, Joseph Lovetere, **Jennifer Patnaude***, and **Dr. Charles Wall***

Ex-officio: John Murray of CareerWorks

Staff: Sheila Sullivan-Jardim, Jason Hunter, Lorraine Albert, Keith Hartnett, Andy Martin, Krystal Love, Vicky Palantzas, Nicoline Batista and Rachel Cherry-Adams

Guest(s): Amanda D’Alessio and Joanne Sellstone (MA Rehabilitation Commission); Linda Aspinwall (Massasoit Community College), and Kathy Quinn (Brockton Public Schools), and Nick Giaquinto, Business and Government Liaison (City of Brockton, Mayor’s office)

***Bold** = excused absence

3. WELCOME & OPENING REMARKS – Suzanne Fernandes, Chair

o New Board Members

- The Board Chair introduced the newly elected Board members to BAWIB.
 - 1) Brian McElhinney, President/Business Agent –Teamsters Local 1653
 - 2) Madeleine McGuire, Compliance Officer II –MA Division of Apprentice Standards
 - 3) Kathleen Smith, Superintendent –Brockton Public Schools
 - 4) Mary Waldron, Director Institute for Policy Analysis & Regional Engagement (IPIRE) --BSU
 - 5) Charlie Nano, General Manager –Boston Fresh (could not be here today)

➤ Each new member told a little about themselves.

➤ Introductions around the table.

BAWIB Board Retreat immediately following this morning Annual Meeting – The retreat will cover WIOA.

4. MINUTES:

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

5. ANNUAL ELECTION OF OFFICERS

- Distribution – Listing of FY16 proposed officers
- Ms. Sullivan-Jardim distributed the blank FY'14 Election of Officers form to the Full Board members.

Nominations – *There were no discussion and there were no nominations from the floor.*

RECOMMENDATION(S)/VOTE

- FY'16 Proposed Slate of Officers
 - ✓ Chair– Suzanne Fernandes, Mutual Bank
 - ✓ Vice Chair– David Flynn, Burgess Pest Control
 - ✓ Clerk – Pat Ciaramella, Old Colony Planning Council
 - A motion was made by Mr. Tom Thibeault and seconded by Ms. Mary Waldron to nominate the current officers' slate as presented.
 - The FY'16 Election of Officers' slate was approved as presented.

○ BAWIB FY15 FINANCIALS FINAL (June 2015) – Ms. Kathleen Connelly

- Total Combined BAWIB expenditures of \$3,226,000 is 96% expended at 6/30/2015 – these figures include UMASS through June.
- Includes all salaries, including accrued payroll and vacation, fringe and premises through June 2015, as well as expenses and recorded to date.
- WIA grants range from 83% to 100% expended.
- REA grant ended 3/31/2015 – and was fully expended.
- WIA Youth is 83% expended at 6/30/2015 – carryover
- Year Round – 100%
- Other Non-WIA Grants
 - DESE 541 is at 94% expended (returning \$10,745)
 - Connecting Activities (CA) @ 100%
 - Advanced Manufacturing – ran through April 2015, and was fully expended.

○ BAWIB FY16 BUDGET (September 2015) – Ms. Kathleen Connelly

- Total BAWIB is 23% (20% through the year) expended at September 2015 – these figures do not include UMASS.
- This includes all salaries, fringe and premises through August 31, 2015.
- WIA grants range from 0% to 17% expended – keeping in mind that we do receive Adult or Dislocated Worker funds until the 2nd quarter.
- WIA Youth is 15% expended at 8/31/2015.
- YW Summer – 92% expended at September 4, 2015; the program allows BAWIB to expend funds until September 30, 2015.
- YW Year Round waiting for notification of funds.
- Haemonetics NEG, has funds carrying over to FY16 and we are waiting to hear from DCS if further funds will be awarded.
- Youth Careers Connect is continuing into year two of its 3-year budget.
- DESE 541 and Connecting Activities funded on par FY15.

○ THIRD PARTY RELATED TRANSACTIONS

- Third Party Related transactions is informational, used to report funds paid to agencies affiliated with board members.

6. Career Center Committee

○ CareerWorks Update – John Murray

- Distribution: CareerWorks Executive Summary to BAWIB 9-17-2015 (included in Board Book)
- Snapshot FY2015 goals reached and proposed goals for FY2016.
- Focus for FY2016 – Jobmatching

○ What's Happening @ CareerWorks

- Job Fair, September 23, 2015 –50 people attended
- Plan to have mini job fairs monthly

- English for Employment, Friday mornings, 9:00 AM to Noon, September 11 – November 20, 2015 (11 classes), CareerWorks, 34 School Street, Brockton. This is a free course. Funded by BAWIB through the Department of Elementary & Secondary Education (DESE).
- The CareerWorks new office space area have been well received by staff and customers.

7. YOUTH COUNCIL & SERVICES - Update

- **FY'15 WIA Youth – Krystal Love**
 - FY'15 WIA youth
 - ✓ Closing out summer internships and transitioning into follow-up services or carry-over.
 - Brockton Public Schools – Pathways: - 13 enrolled, 12 graduated, waiting on info from BPS for post-secondary enrollments and employment.
 - TRA – 15 enrolled, 6 HiSET, 1 obtain employment, 3 post-secondary
 - ✓ Digital Literacy – WIA
 - 7 enrolled – 6 new - 1 co-enrolled with BPS.
 - No Linux certifications
 - 5 enrolled in college and 1 working
 - 4 participated in a summer internship. 2 - IT dept. @ BPS, 1 - Printshop @ 1 - BPS & School On Wheels.
 - ✓ DJ Academy - WIA program
 - 12 youth enrolled
 - 12 participating in summer internship
 - August 15th all youth had a time slot to perform their DJing skills learned at Brockton Summerfest.
 - 3 attending post-secondary education
 - ✓ Job First - (formally known as CAP IT!) WIA
 - 19 enrolled
 - 12 high school diploma's
 - 11 enrolled in college
 - 15 completed various internships
 - Summer Jobs
 - 185 youth enrolled
 - 45 employers
 - Youth were paid \$9.00, offer 125 works hours and participated in 20 total hours of training.
 - Closed out internships on 8/31/15
 - Connecting Activities
 - ✓ Welcome Back – Nicoline Batista as our New Connecting Activities Coordinator
 - ✓ We are revamping the program to engage more employers, especially private employers whom can provide match for internships. Transitioning to a more STEM focused program. New School participant, Avon Middle High.
 - Amp It Up II –Manufacturing Day, October 2, 2015 – *Lorraine Albert*
 - ✓ Ms. Albert gave a synopsis of the day of events. BAWIB is partnering with Bridgewater State University.
 - Youth Career Connect – *Andy Martin*
 - ✓ 2nd Year of a 4-year grant; USDOL grant.
 - ✓ Career Pathways, Science, Engineering
 - ✓ Enrolled 60 Brockton High School cohorts.
 - ✓ Mr. Martin indicated that parents are participating in the process.
 - ✓ BPS Superintendent, Ms. Kathleen Smith, indicated that she is impressed with the whole process thus far.

8. MARKETING & RESOURCE DEVELOPMENT COMMITTEE

- **Google Analytics Quarterly Report - Keith Hartnett**
 - Distribution: Quarterly Marketing Update – June 23, 2015 to September 17, 2015 YoY Comparison
 - ✓ Mr. Hartnett gave a brief highlight of the report.
 - ✓ New website – more responsive to mobile devices.

- Visits are up 41.98% 2,878 vs. 2,027
- Pageviews up – 7,962 vs. 3,553
- Facebook –
 - ❖ YouthWorks - reach 84; 310 Likes
 - ❖ BAWIB – 16 Likes
- LinkedIn – 76 Followers
- MailChimp (BAWIB Industry Newsletter) – subscribers 389
- **Revenue Planning Worksheet** – Mr. Jason gave review of sheet and highlighted the recent grant submittals.
 - There was nothing new to add since last meeting.
 - EDA – renovate the center (potential funder: Dept of Commerce)—still waiting to hear back from BAWIB’s grant submittal. This grant was submitted as a result of the trip to Washington earlier this year. Mr. Hunter thanked Mr. Bruce Hughes (Old Colony Planning Council) for their support in the submittal the EDA grant.
- **2nd Annual Snowball Event, December 2015** – *Sheila Sullivan-Jardim*
 - Bring 2 friends
 - Help grow network for BAWIB.

9. MARKETING & RESOURCE DEVELOPMENT COMMITTEE

- **Veterans’ Initiative & Bridgewater State University** – *Jason Hunter*
 - Cold calling – Mr. Hunter gave results of the survey
 - 29 returns (15%)
 - The Brockton Regional Veterans Support Council meets quarterly – next meeting is targeted for October 21, 2015.
- **Facility Update** – *Sheila Sullivan-Jardim*
 - Ms. Sullivan-Jardim gave updates for painting, carpeting and other facility items that are going on at this time.
- **Sector Initiatives** – *Sheila Sullivan-Jardim*
 - Ms. Sullivan-Jardim gave some sector initiative examples.
 - Release of Healthcare RFQ on September 23, 2015.
 - 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)

10. ARTICLES OF INTEREST

- Take a look at the articles of interest included in the BAWIB Board book.

11. CHAIR’S CLOSING REMARKS & ANNOUNCEMENTS

- The Chair, Suzanne Fernandes thank everyone for coming today.
- Announcement – 12th Annual Massachusetts STEM Summit 2015, Tuesday, November 10, 2015 at the DCU Center in Worcester!

12. ADJOURNMENT

- There being no more business a motion was made to adjourn the meeting at 9:45 a.m.

NEXT MEETING – December 18, 2015
BAWIB BUSINESS CENTER
Your Partner for Employer Education and Workforce Development