

Brockton Area Workforce
BAWIB
Investment Board

MEETING MINUTES
Workforce Systems
February 18, 2016

-
1. **CALL TO ORDER:** The meeting was called to order by Chair, Mr. Tom Thibeault at 9:36 a.m.

QUORUM PRESENT

2. **ROLL CALL:**

Present: Thomas Thibeault, Beth Costa, Madeleine McGuire
Staff: Sheila Sullivan-Jardim, Jason Hunter, and Rachel Cherry-Adams
***Bold** = excused absence
Ex-officio: John Murray, CareerWorks
Guest(s): Dr. Eric Heller of UMDI

What is the purpose of the Workforce Systems Committee [WIOA]?—Mr. Jason Hunter and Ms. Sheila Sullivan-Jardim both gave a brief description of the revamped committee [previously Career Center Committee under WIA].

3. **CAREER CENTER UPDATE** – *John Murray*

- Distribution: Monthly Performance Indicators Review – **FY16 through 1-31-16** – Executive Summary
 - Mr. Murray gave an overview of the report.
 - Mr. Murray indicated that the Universal Access Services (Job Seeker Services) plan of attainments through the fiscal is at 58% through Fiscal Year). The Center is in excellent shape in all categories; off to an outstanding start.
 - ✓ Total Customers/5400 goal; YTD 73%
 - ✓ Unemployed/4968 goal; YTD 76%--this does not include all of the foot traffic that comes through the traffic; this continues to be brisk.
 - ✓ Employers Served – the New to CareerWorks category is the main focus for this year—175 goal; YTD 97%. The Repeat Customers category –need more outreach (small companies); Goal 325, YTD 50%.
 - How can the Career Center earn the checkmark, except through job orders? CareerWorks now markets other State programs.
 - Employer Services – The Plan out by the State details how this category should look. The State’s focus is on Labor Exchange. Mr. Murray indicated that this a big topic in the system now. Even the Governor’s office is interested in the Workforce System. The Career Center continues employers’ visitations (for 2 years now) [still a big focus for the Career Center staff].
 - WIA Title I Adults and Dislocated Workers (DW).
 - New Participants—Adult YTD 57%; DW YTD 98% [very good].
 - Total Participants – The Career Center anticipates that goal will be met.
 - Pre-Auto-Exit Employments – Adult goal behind (YTD 52%); DW ahead of goal (YTD 62%).
 - Wage Data –Auto-Exit Complete –ahead of pace for both Adult and DW.
 - Training Activities – Training Actuals for: Adult (good; 12) and DW (did great job; 49). This is greatly attributable to Haemonetics Trade Adjustment, NEG for OJT.
 - ✓ Adult
 - ✓ Mr. Murray indicated that the Career Center submitted waiver for 23% (funding to training) to the state (as opposed to the 30% requirement).
 - The Career Center is currently working BAWIB on the CNA Program for spring 2016.
 - Ms. Andrea Kingman is still doing a great on the Career Center’s visitation program.
 - Recent and Upcoming Current Events at CareerWorks
 - Last Mini-Fair February 16, 2016 (10:00 – 12:00pm) -- 9 employers, 65 jobseekers attended; as a result several interviews have been set up for next week.

- News/Proposal for Set aside --GE Oil/Gas, Avon MA-- approximately 200-people layoff and New England Art Publishers, Abington MA-- approximately 88-people layoff (starting in April 2016). CareerWorks is already taking steps to provide training and reemployment services for these affected workers.
- Mr. Murray announced that Career Center has just launched their new website January 6, 2016—careerworks.org --many features, clean, user-friendly and accommodates different languages as well.

4. OPERATIONS REVIEW – Jason Hunter

- **Annual Training Provider Forum**, Thursday, March 10th (starts at 8:30 a.m. in the BAWIB Business Center) - - hosted by the Brockton Area Workforce Investment Board (BAWIB) in partnership with CareerWorks, operated by The UMASS Donahue Institute. This forum will feature an overview of the BAWIB and CareerWorks programs and services and will provide you with an opportunity to distribute materials on your program—**9 vendors have already RSVP'd.**
- **Operations Review of Vendors – FY2016**
 - Vendors will be the focus of this year’s review and the Career Center will be engaged in the review
 - Mr. Hunter will be soliciting guidance from Dr. Eric Heller. Dr. Heller has given some great insights in previous Operations Reviews in the past years.
- **WIOA – One Stop Procurement**
 - The guidance for the Procurement of the One Stop Career Center Operator 2016-2017 is still up in air by the State (committee at the State level); the implementation is due by June 30, 2017.
- **Labor and Workforce Development, Division of Apprentice Standards (DAS)**
 - Ms. Madeleine McGuire distributed Division of Apprentice (DAS) information. She directed the group the DAS website and some of the highlights from the website [integrating apprenticeship to the Career Centers through WIOA].
 - How can we formalize and institute—focus on 16 years and older (cannot be in High School) [18 years and older theoretically]..
 - Registration required with the DAS
 - Prevailing wage
 - Database
 - Ms. McGuire encouraged all to extend invites to Brockton area events (especially Optical field).
 - Ms. McGuire and Mr. Murray will meet through the CareerWorks’ staff meeting; Ms. Sullivan-Jardim suggested that BAWIB’s YouthWorks department attend as well.

5. BAWIB UPDATE – Jason Hunter

- Ms. Sullivan-Jardim indicated that BAWIB is moving forward with the building and that she met with the CareerWorks staff this morning (June 18, 2015).
- ALMIS – (employers) updated software available at the BAWIB office.
- WIOA - Replacement for WIA
 - Ms. Sullivan-Jardim talked about the changes from WIA (waiting for guidance from State)
 - Youth designation
 - Board membership – new membership roster due August 21, 2015.
 - Career Centers –all Career Centers will be procured on a competitive basis.
 - ✓ Question – timeline, process?—Ms. Sullivan-Jardim gave tentative dates.
 - ✓ Brief discussion – WIB consolidation
 - ✓ Ms. Sullivan-Jardim will keep everyone abreast of WIOA changes.
 - FY16 Budget – out by tomorrow to the Board members. Allocations – averaging 5% increase across the board
- Summer Schedule (BAWIB Board committee meetings) – No meetings scheduled for July and August 2015.
- Center for Workforce Development
 - Ms. Sullivan-Jardim indicated that the Closing has occurred; the deed recorded. The carpet/paint has been picked out for the building.

6. ANNOUNCEMENTS

- Ms. Sullivan-Jardim distributed the WIB Association Proposed Budget Priorities for FY 2017
- Grants
 - CNA+ [de-escalation] (with opiate, Alzheimer, dementia components)
 - Workforce Competitiveness Trust Fund FY’16 Appropriation-- to deliver a Pipeline CDL Driver Training Program (with a host of partner)
 - Direct Care Worker Training Program [AHEC]
 - Earmark manufacturing training
- BAWIB/The Center for Workforce Development – OPEN HOUSE Save the Date
 - April 7,2016 3-6 p.m.

7. ADJOURNMENT - The meeting ended at 10:35 a.m.

Next Meeting Thursday, March, 2016 - Location: BAWIB Business Center