

# BUSINESS & INDUSTRY COMMITTEE (B&I) MEETING NOTES June 9, 2016

# **QUORUM NOT PRESENT**

## 1. <u>CALL TO ORDER</u>: The meeting began at 9:00 a.m.

## 2. <u>ROLL CALL</u>:

**Present:** Joe Lovetere and Joe Mitchell **Not Present:** Charlie Nano, Joe Madaio, and Bob Costa, Brian McElhinney, and Maryellen Brett **Staff:** Sheila Sullivan-Jardim, Lorraine Albert, and Rachel Cherry-Adams

# 3. <u>REVIEW REVISED EMPLOYER SURVEY DRAFT</u>

- BAWIB and the B&I Committee will be finalizing the Employment & Training Needs Assessment Survey this summer.
- The survey will tentatively be launched during the last week of August 2016.
- We started the meeting by reviewing and editing the Employment & Training Needs Assessment Survey. Today, we reviewed the 9 questions and came up some suggestions as to the order, language changes, and some other tweaking to the questions, e.g.
  - Question No. 6 -How many positions have you had difficulty in filling or would like to fill? [language change]
  - Question No 7 What factors contributed to the hiring difficulties? [condensed the question]. Add one
    (1) addition to the listing Lack of appropriate credit references
  - Questions No. 9 change to Language of questions Over the past 6 months, what technical skills were difficult to find or develop among your workforce?
  - Added additional skills; the consensus was that some of the listings were not necessarily skills(but positions), per se. Here are some of the additional skills and deletions:
    - ✓ Written and oral skills
    - ✓ Analytical/problem skills
    - ✓ Delete paralegal?
    - ✓ Change Lean/Six Sigma/Process Improvement to Lean Manufacturing
    - ✓ Change Business/Accounting to Business skills
- o DISCUSSION
  - What is the deadline to finish the survey?
  - Mr. Pat Ciaramella (Old Colony Planning Council) may be able to provide to us a listing; Mr. Lovetere indicated that it is anticipated that the listing will be available within a few weeks.
  - Mr. Bob Costa (B.C. Tent & Awning) will get to us an email list of the Avon Industrial Park.
  - What do you think about multiple email requests about the same topic? —This does happen occasionally—are people apt to open all of the requests with the same topic?

#### 4. SURVEY ADMINISTRATION

# • Concerns (Chamber's recent survey email)/Timing

- Decision on who will be distributing the survey scenarios.
- BAWIB can send out the survey with a link to the Metro South Chamber [The Chamber may be able to conduct the survey for us and promote it for us as well] OR
- The Chamber can send out to their members and share the information with BAWIB.

## • Follow-up/Outreach Strategy

- Reach out to following and other similar associations:
  - ✓ Stoughton Chamber of Commerce Mr. Terry Schneider
  - ✓ East Bridgewater Business Association
  - ✓ Avon Industrial Park
  - ✓ South Shore Chamber

#### 5. FALL MEETING DATES

• There will be no meetings during the summer – July & August 2016.

## 6. <u>ACTION STEPS</u>

- o Joe Lovetere follow-up with Pat Ciaramella (Old Colony Planning) re: listing.
- Joe Lovetere follow-up with Mr. Bob Costa (B.C. Tent & Awning) re: email list of the Avon Industrial Park.
- BAWIB office (Sheila Sullivan-Jardim/Lorraine Albert) Pull together an individualized intro for the Stoughton Chamber of Commerce, East Bridgewater Business Association, South Shore Chamber, etc.

#### Meeting ended at 9:49 a.m.

## Next Meeting – TBA

Location: BAWIB Business Center Your Partner for Employer Education and Workforce Development