



## Quarterly Member Meeting

January 29, 2020

8:30am - 10:30am

186 Alewife Brook Parkway, Suite 216, Cambridge, MA

- Present:** Valerie Sutton (Chair), Carson Burrington (Vice Chair), Rosemary Alexander, Reed Brockman, Josh Eichen, Danny LeBlanc, Russette Lyons, Kambiz Maali, Rafael Mares, Colleen Moran, Alice Murillo, Brian Murray, Lisa Amaya Price, Sandra Smith, Steven Sullivan, Sue Walsh, Allen Boyer, James Donovan, Maria Kefallinou, Karen Sampson-Johnson, Rick Laferriere, Colin Smith, Michael LaMonica
- Absent:** Nancy Conti, Michael Cosgrove, Melissa Weldon, Debra Jacobson
- MNWB Staff:** Chris Albrizio-Lee, Richard Dalton, Melora Rush, Lorraine Rivera, Trey Walsh, Heather Derby, Dwayne Hull, Brian Nunez, Stephanie Sakelarakis
- Guests:** Ben Sommer (City of Somerville), Tomas Galligani (City of Somerville), observer from ResCare

## MINUTES

Agenda Topics	Major Discussion Points	Next Steps (Who, what, by when)
<b>Welcome, Introductions and Member Share Out</b>	<ul style="list-style-type: none"> <li>• Valerie Sutton, Chair, called the meeting to order at 8:38am.</li> <li>• The Chair welcomed Members and guests to the MassHire Metro North Workforce Board’s Quarterly meeting. And asked if they had any news that they would like to share with the Board:               <ul style="list-style-type: none"> <li>○ Reed Brockman needs volunteers for:                   <ul style="list-style-type: none"> <li>▪ next year’s Future City Contest committee.</li> <li>▪ this weekend’s model bridge competition – need CORI check.</li> <li>▪ February 13 Career Fair – engineering companies – February 13, Wyndom Beacon Hill. STEM activities for students</li> <li>▪ New version of Future Cities, rewrite rules – make up a new “career of the future” to solve a problem with newly imagined technology</li> </ul> </li> <li>○ Alice Murillo has funding for under- and un- employed students. Targeted 24, got 27 students – fully funded for this semester. Programs in IT, EMT, CNA. JVS is providing wraparound and placement services. Hoping for multi-year funding and the ability to run the program beyond June 30 in the future.</li> <li>○ Jimmy Donovan did 14-week training 2 inner city minorities at Seaport – all hired. Program in place for more training.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

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<b>Announcement of CEO Selection</b>	<ul style="list-style-type: none"> <li>• The Chair formally announced the appointment of Chris Albrizio-Lee as the President and CEO of MassHire Metro North Workforce Board.</li> <li>• The Chair described the selection process and thanked the Selection Committee for their work.</li> <li>• The Chair asked the Board to join her in offering Chris our congratulations and support as he moves the work of the Board forward.</li> <li>• Chris addressed the Members with his thanks.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Review and Approval of October 16, 2019 Meeting Minutes</b>	<ul style="list-style-type: none"> <li>• The Chair stated that the minutes from the October 16, 2019 MNWB meeting were sent out last week and are in the meeting packet. The Chair asked for any questions or comments regarding the minutes.</li> <li>• There being no questions or comments, the Chair requested a motion to approve the minutes. <ul style="list-style-type: none"> <li>○ Upon motion duly made and seconded, the minutes of the October 16, 2019 MNWB Quarterly Meeting were unanimously approved as presented.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>WIOA Career Center Operator Procurement (Vote)</b>	<ul style="list-style-type: none"> <li>• The Chair reminded Members that at the last Board meeting, the Board voted to initiate a procurement of a Career Center Operator for FY21. An RFP was released on November 4, 2019. A procurement committee was formed and has worked to review the applicants and today will present its recommendation to the Board for a vote.</li> <li>• Sue Walsh, Chair of the Career Center Operator Procurement Committee (Procurement Committee), presented a summary of the committee’s work and their recommendation: <ul style="list-style-type: none"> <li>○ Sue described the process and thanked the Procurement Committee members for all their work. <ul style="list-style-type: none"> <li>▪ There were more letters of intent than proposals. The two received proposals were from ResCare Workforce Systems (ResCare) and Action for Boston Community Development (ABCD).</li> <li>▪ At its first meeting, the Procurement Committee trained and reviewed the rating process for each section.</li> <li>▪ At the next meeting, after reading the proposals, the Procurement Committee discussed both proposals and prepared questions for clarification.</li> <li>▪ At its third meeting, the Procurement Committee interviewed the two bidders.</li> <li>▪ The Procurement Committee reconvened the subsequent week for its final meeting on January 23. A summary of reference checks for both bidders was presented by Chris Albrizio-Lee. After detailed discussion, the Procurement Committee voted unanimously to recommend ABCD as the Metro North Career Center Operator for FY21.</li> </ul> </li> <li>○ Both proposals and presentations were strong and both vendors had a lot to offer. Sue acknowledged the hard work that was put into both proposals.</li> <li>○ The rationale for selecting ABCD was because of its great local labor market knowledge, deep understanding of local residents, and strong wraparound services. Its ability for partner outreach was seen as very strong and was recognized as not solely Boston focused with a broad reach through partner community action organizations in the region to reach our neighborhoods and towns. ABCD was ready to hit the ground running.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

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	<ul style="list-style-type: none"> <li>○ Both ResCare and ABCD had the fiscal strength to do the job. ABCD has deep history managing many types of federal grants.</li> <li>○ Chris noted that The WorkPlace did not apply, but has communicated their full support for a smooth transition to the next operator.</li> <li>● Discussion and Questions: <ul style="list-style-type: none"> <li>○ Is the Contract term one year? <ul style="list-style-type: none"> <li>▪ A 4-year charter will be issued. Each fiscal year there is a contract that assigns money, programs, etc.</li> </ul> </li> <li>○ Why didn't ABCD apply last time? <ul style="list-style-type: none"> <li>▪ The Chair reminded the Members that this is a new process for the State to have required procurements at minimum every 4 years.</li> </ul> </li> <li>○ Was there a cost differences in proposals? <ul style="list-style-type: none"> <li>▪ Both final budgets asked for the maximum amount in the RFP.</li> </ul> </li> <li>○ Has ABCD done career services in the past? <ul style="list-style-type: none"> <li>▪ Yes, they host training programs as a vendor</li> <li>▪ Also, they were a partner in JobNet with DCS in the past. They were a strong partner and the end of JobNet was not related to ABCD. <ul style="list-style-type: none"> <li>● Rosemary: ABCD and their work with JobNet helped bring the public into a new career center system. ABCD brought their "A Game" to the work.</li> <li>● Chris: ABCD has a strong workforce department where they oversee many programs</li> </ul> </li> </ul> </li> <li>○ Danny – The Board received two really strong bids, one was a large, strong national organization and the other was a very strong local organization. There was good debate and discussion. Although the final vote was unanimous, there was rigorous debate regarding the pros and cons of both proposals prior to the final vote.</li> <li>○ Lisa noted that the diversity of experience on Procurement Committee (Employer focus, public school experience, very varied) led to the quality of its decision.</li> <li>○ Steve spoke to the local nature of ABCD and its board, and also of its track record.</li> <li>○ Reed asked about their Youth Strengths? <ul style="list-style-type: none"> <li>▪ Ability to leverage partnerships even beyond youth, wraparound services</li> </ul> </li> <li>○ Sandra asked about their employer network and reach beyond Boston? <ul style="list-style-type: none"> <li>▪ Most relationships are Boston centered. They do know how to shift and have a strategy to reach out to partners.</li> <li>▪ Neither applicant has deep employer connections in the Metro North region.</li> </ul> </li> <li>○ Karen spoke to the Board's philosophical goals and that the connection with ABCD will change the type of person who comes to the career center – ABCD will bring in more of the underserved population because of how embedded they are in the communities they serve. They can build networks quickly.</li> <li>○ Rafael - In Chelsea, ABCD is going to be part of the CONNECT partnership. Great partner for TND and TND can help them as well.</li> <li>○ Russ asked about staffing?</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>▪ As part of RFP, all current staff are required to be interviewed.</li> <li>• The Chair asked for a motion to approve the recommendation of the Procurement Committee to select ABCD as the recommended Career Center Operator. <ul style="list-style-type: none"> <li>○ Upon motion duly made and seconded, the recommendation of the Career Center Operator Procurement Committee to recommend Boston ABCD as the Metro North Career Center Operator commencing on July 1, 2020 was unanimously approved.</li> </ul> </li> </ul>	
<b>Strategic Plan Extension (Vote)</b>	<ul style="list-style-type: none"> <li>• The Chair informed the Board that the Strategic Planning Committee has asked for a vote to extend the current Strategic Plan for an additional 6 months so that they can continue their in-depth work on producing the new plan. If this is approved, the current Strategic Plan would continue to be in effect until January 1, 2021.</li> <li>• The Chair asked for questions or comments. There being none, she asked for a motion to extend the current Strategic Plan to January 1, 2021.</li> <li>• Upon motion duly made and seconded, the Board unanimously approved the extension of the current Strategic Plan to continue in effect until January 1, 2021.</li> </ul>	
<b>MNWB Major Activities Report</b>  <b>Grants Report</b>	<ul style="list-style-type: none"> <li>• Chris pointed to the various documents in the packet provided to Members.</li> <li>• Chris highlighted the following: <ul style="list-style-type: none"> <li>○ All youth programs are well under way across the region. <ul style="list-style-type: none"> <li>▪ STEM Week: We are the area lead in the STEM network, good results from Everett, Malden, Burlington.</li> <li>▪ Looking to refocus our STEM network on our region alone. Forming a working group of 15 or so.</li> </ul> </li> <li>○ Strategic level priorities are being discussed for youth in our region.</li> <li>○ Gaming grant work is well under way.</li> <li>○ Retail Incumbent Worker training grant from Walmart is in its first year. Piloting I-Best co-teaching model, customized training.</li> <li>○ NAMC – Baker Admin and GE put in a \$4.5M investment into the North Shore, we are one of the four regions in NAMC so we will be involved.</li> <li>○ EOHED NAMC training programs starting up this month.</li> <li>○ Regional Planning is moving forward in Second year of implementation.</li> </ul> </li> <li>• Grants update: <ul style="list-style-type: none"> <li>○ 3 major grants Mass Gaming, YouthWorks (Summer and Year-round) \$1.2 million, \$200,000 coming through us)and STEM at Work are all due by early next week.</li> </ul> </li> <li>•</li> </ul>	
<b>Career Center Update</b>	<ul style="list-style-type: none"> <li>• Sue Walsh, co-chair of the Workforce Systems Committee provided an update on our career centers. <ul style="list-style-type: none"> <li>○ Doing well targeting priority industries.</li> <li>○ Programs without wraparound services and online trainings do not have as good results.</li> <li>○ Career Center performance is continuing to stabilize and increase. Enrolling low income adults still needs work. General performance good. Business team is strong.</li> <li>○ Strategy has been developed to work on areas of lower performance.</li> </ul> </li> </ul>	

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<p><b>Strategic Planning Task Force Update and Guest Discussion:</b> Sue Walsh, City of Cambridge; Ben Sommer and Thomas Galligani, City of Somerville; Josh Eichen, Metropolitan Area Planning Council (MAPC)</p>	<ul style="list-style-type: none"> <li>• We have been focusing our discussions the past few meetings on the work going into our next Strategic Plan. This meeting, and the next few meetings, we will continue that work with a discussion with several of our key stakeholders around their workforce development planning efforts: <ul style="list-style-type: none"> <li>○ Sue Walsh, City of Cambridge;</li> <li>○ Ben Sommer and Thomas Galligani, City of Somerville; and</li> <li>○ Josh Eichen, Metropolitan Area Planning Council (MAPC).</li> </ul> <p>They will be addressing their strategic planning processes; the challenges facing our municipalities and their changing approaches; equity issues and the nature of work; and how MNWB might better partner with cities and towns.</p> </li> <li>• This is our municipal and regional partner discussion.</li> <li>• Somerville, <ul style="list-style-type: none"> <li>○ Focus is on RE, Small business development and workforce development</li> <li>○ Ben Sommer is their focus on workforce development <ul style="list-style-type: none"> <li>▪ Are residents ready to come in to take the new jobs coming into the community.</li> <li>▪ Workforce journey started with Somervision (city visioning process), the incoming Greenline -- looked at 30K jobs in next 20 years. Wanted to make sure residents could be connected to those jobs.</li> <li>▪ Jobs linkage fee in Somerville (Boston has one since '80s) was approved in late 2017. 9-member board to guide use. 400,000 to 2,000,000 would come in <ul style="list-style-type: none"> <li>• Fee levied on commercial development. Exemption for first \$</li> <li>• \$2.56/ sq. ft. half at building permit, half at certificate of occupancy.</li> <li>• 5 projects have paid into fund thus far. 1.36M in fund at this point. Expect another million this year</li> <li>• Investments this year on a variety of programs fitting into the Talent Equity Strategies. RFPs will be released in early March or April.</li> </ul> </li> <li>▪ How to spend that money – workforce development planning process yielded Talent Equity Playbook – May of 2018. <ul style="list-style-type: none"> <li>• Set for strategies for capacity building, job quality focus, focus on youth and experiential learning opportunities, and plan for future of work and resilience.</li> </ul> </li> </ul> </li> </ul> </li> <li>• Cambridge, Susan Mintz, Director of Office of Workforce Development <ul style="list-style-type: none"> <li>○ Thanks to Somerville for the deep strategic thinking. Cambridge, with resources, puts money into programming</li> <li>○ Cambridge has highest housing linkage fee (over Boston and Somerville). Does not have a jobs linkage fee. Housing is what is bifurcating Cambridge.</li> <li>○ City Funds <ul style="list-style-type: none"> <li>▪ Cambridge Employment Program – free to any Cambridge resident. Mini career center.</li> <li>▪ Cambridge Works – transitional program – helping people with barriers to employment. Going for 10 years. More women and children. 14 weeks of paid</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Josh</b> will send Melora MAPC link and <b>Melora</b> will send out MAPC link to Members.</li> </ul>

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	<p>employment with wraparound services and job placement. Spaulding was first for-profit partner. Great outcomes. Folks come back. 2 cohorts per year. 30 people.</p> <ul style="list-style-type: none"> <li>▪ Mayor’s Youth : Serve about 1,000 kids per year. Partner with MNWB. <ul style="list-style-type: none"> <li>• Internship program with Harvard.</li> <li>• STEAM based internships.</li> </ul> </li> <li>▪ Program for young adults</li> <li>▪ Community Learning Center – Adult training. Two cycles of CNA for individuals without native language. Partners with Just-A-Start for assessment for readiness for other trainings. If do not pass assessment, go back to CLC and then when ready return to Just A Start for training.</li> <li>○ Started a Workforce Development Study with UMass Donohue. Who in community could benefit from training that are not currently being served: Young mothers, youth 10-24, young black residents? How to help the folks left behind. Less than 3,000 who fit this group specifically.</li> <li>• Josh Eichen from MAPC, is looking at regional work: <ul style="list-style-type: none"> <li>○ MAPC is a State authorized entity, its region contains 101 cities and towns. 110 staff.</li> <li>○ Workforce Planning is new to MAPC – their workplan has the following components: <ul style="list-style-type: none"> <li>▪ Participate on WIBs and participate in Regional Blueprint Planning</li> <li>▪ Work to help cities and neighborhoods create workforce development plans – first in Revere.</li> <li>▪ Policy Development</li> <li>▪ Research and Strategy development – strong capacity.</li> </ul> </li> <li>○ Heatmapping work – Looks at the special relationship between job centers and how people get between places. Look at where career centers are, where community colleges are. <ul style="list-style-type: none"> <li>▪ How to use this information? New project calling the WIBS into conversation on housing and transportations since this is mission critical to work. Looking to 2-3 action steps that workforce boards can take in area of housing and transportation. <ul style="list-style-type: none"> <li>• MAPC is planning a facilitated analysis to relate Workforce, Housing and Transportation stakeholders. Get partners to break through silos. <ul style="list-style-type: none"> <li>○ Feb 27 meeting in Metro Boston – want private sector there.</li> </ul> </li> <li>• Data tool: Jobs Equity Data Index (JEDI) Tool. Shows commute times, employment concentrations.</li> <li>• Income vs. Housing Affordability</li> </ul> </li> </ul> </li> <li>• Somerville: Despite increasing fees for commercial development, location will keep Somerville attractive to developers. <ul style="list-style-type: none"> <li>○ No tax incentives for developers, except with Partners (a non-profit)</li> <li>○ Want to make sure to train people for the jobs coming to town.</li> </ul> </li> <li>• Shift workers and reliability of transportation: Can work environments be more flexible for commuters? <ul style="list-style-type: none"> <li>○ MAPC is talking about that. Adding routes for shift workers.</li> <li>○ Express bus, express trains – home rule nature of our municipal governments stops some of that.</li> </ul> </li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Some employers in other regions pay for private buses to get employees to work.</li> <li>● Youth with anxiety – is behavioral wraparound services done in Cambridge? Yes, small pilot with social worker this year. Huge need for mental health services. Want to increase this for next year.</li> <li>● Lisa – In private sector, move towards tele-medicine, even in behavioral health to keep costs down.</li> <li>● Kam has a grant to have a mental health consultant for youth program. Youth Mental Health 101 for staff. Also, some screening. Teaching staff how to talk to parents about mental health needs of youth.</li> <li>● Chris asked Members for ideas to keep in mind as we move forward with strategic planning: <ul style="list-style-type: none"> <li>○ Josh – keep housing and transportation at the forefront. Help connect the private sector to think about these mission critical items.</li> <li>○ Reed offers partnership with Boston Society of Engineers</li> <li>○ Sue – Emphasize need to put all the pieces together, and she is excited that keeping this front and center for our Strategic Plan. It will be very different from prior strategic plan.</li> <li>○ Russ – impress on big businesses to support the smaller local businesses.</li> <li>○ Ben - Focus on Job quality.</li> <li>○ Danny – as a region, what if 2-3 other cities in region started to affirmatively think of workforce plans – what would that mean to this board? Can the MNWB help get this going in other communities. Josh would be very interested in doing this.</li> </ul> </li> </ul>	
<b>Upcoming Meetings</b>	<ul style="list-style-type: none"> <li>● The remaining Quarterly and Annual meetings for FY2020 are as follows:  <b>Wednesday, April 15, 2020</b>  <b>Wednesday, June 17, 2020 (Annual Meeting)</b></li> </ul>	
<b>Other business as may come before the Annual MNWB Meeting</b>	<ul style="list-style-type: none"> <li>● Reed Brockman - Next month starting review of WIOA youth program providers – looking for a couple more committee members for RFP review team</li> <li>● Rosemary Alexander spoke to the impact of MassHire.</li> </ul>	
<b>Adjourn</b>	<ul style="list-style-type: none"> <li>● The meeting was adjourned at 10:30a.m.</li> </ul>	
	<ul style="list-style-type: none"> <li>● Documents used at January 29, 2020 MNWB Quarterly Meeting: <ul style="list-style-type: none"> <li>● Agenda and FY20 MNWB Meeting Dates</li> <li>● October 2019 Meeting Minutes</li> <li>● Memo to Board from Career Center Operator Procurement Committee</li> <li>● Major Activities Report/Grant Update</li> <li>● Committee Reports</li> <li>● CC Performance Metrics</li> <li>● PowerPoint from City of Somerville</li> <li>● PowerPoint from MAPC</li> </ul> </li> </ul>	