



Quarterly Member Meeting

December 8, 2021

8:30am - 10:30am

Via Zoom due to Covid-19 Crisis

Present: Colleen Moran (Vice Chair), Nancy Conti, James Donovan, Josh Eichen, Chris Hope, Debra Jacobson, Maria Kefallinou, Rick Laferriere, Rafael Mares, Alice Murillo, Brian Murray, Sandra Smith, Steven Sullivan, Valerie Sutton, Sue Walsh

Absent: Carson Burrington (Chair), Rosemary Alexander, Allen Boyer, Reed Brockman, Michael Cosgrove, Kambiz Maali, Karen Sampson-Johnson, Michael LaMonica, Colin Smith, Melissa Weldon

MNWB Staff: Chris Albrizio-Lee, Hillary Bradburn, Cyndy Chapin, Richard Dalton, Heather Derby, Grace Evans, Carlos Fuentes, Maryanne Ham, Thomas Hanna, Pahneez Hasseli, Dwayne Hull, Saladin Islam, Lauren McCann, Aisha Necoechea, John Neil, Melora Rush, Stephanie Sakelarakis, Dani Smejkal, Trey Walsh, Li Xu

Guests: Lee-Ann Johnson, MassHire Metro North Career Center

MINUTES

Agenda Topics	Major Discussion Points	Next Steps (Who, what, by when)
	<ul style="list-style-type: none"> Colleen Moran, Vice Chair, called the meeting to order at 8:35am. 	
Welcome	<ul style="list-style-type: none"> The Vice Chair welcomed Members and guests to the MassHire Metro North Workforce Board's Annual meeting. The meeting was held via Zoom due to the Covid-19 pandemic. 	<ul style="list-style-type: none">
Review and Approval of June 2021 Annual	<ul style="list-style-type: none"> The Vice Chair stated that the minutes from the June 9, 2021 MNWB meeting were sent out earlier in the week in the meeting packet. The Vice Chair asked for any questions or comments regarding the minutes. 	<ul style="list-style-type: none">

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Meeting Minutes (Vote, Roll Call)	<ul style="list-style-type: none"> ○ There being no questions or comments, the Vice Chair requested a motion to approve the minutes. Sandra Smith made the motion to approve the minutes and Steve Sullivan seconded the motion. ○ Upon motion duly made and seconded, the minutes of the June 9, 2021 MNWB Annual Meeting were unanimously approved as presented by roll call vote of all Members present at the meeting: <ul style="list-style-type: none"> ▪ Yes: Colleen Moran (Vice Chair), Nancy Conti, James Donovan, Josh Eichen, Debra Jacobson, Maria Kefallinou, Rick Laferriere, Alice Murillo, Brian Murray, Sandra Smith, Steven Sullivan, Valerie Sutton, Sue Walsh ▪ Abstain: Rafael Mares ▪ No: --- ▪ Not Present at time of vote: Chris Hope 	
Local Operating Plan WIOA Performance Goals (Vote, Roll Call)	<ul style="list-style-type: none"> ● The Vice Chair stated that the Local Operating Plan WIOA Performance Goals were sent out earlier in the meeting packet. ● Chris noted that these are annual goals. Dani Smejkal presented the numbers for adult goals and Stephanie Sakelarakis presented the youth goals. <ul style="list-style-type: none"> ○ There being no questions or comments, the Chair requested a motion to approve the Local Operating Plan WIOA Performance Goals. ○ Valerie Sutton made the motion to approve the Local Operating Plan WIOA Performance Goals and Alice Murillo seconded the motion. ○ Upon motion duly made and seconded, the Local Operating Plan WIOA Performance Goals were unanimously approved as presented by roll call vote of all Members present: <ul style="list-style-type: none"> ▪ Yes: Colleen Moran (Vice Chair), Nancy Conti, James Donovan, Josh Eichen, Debra Jacobson, Maria Kefallinou, Rick Laferriere, Rafael Mares, Alice Murillo, Brian Murray, Sandra Smith, Steven Sullivan, Valerie Sutton, Sue Walsh ▪ No: --- ▪ Not Present at time of vote: Chris Hope 	
MNWB Major Activities Report	<ul style="list-style-type: none"> ● Chris Albrizio-Lee reviewed the highlights of the Major Activities Report which was sent to all Members via email in the meeting packet: <ul style="list-style-type: none"> ○ MNWB Staffing additions: All new positions have been filled. Chris introduced the new staff: <ul style="list-style-type: none"> ▪ Aisha Necochea, VP of Programs; Hillary Bradburn, Senior Director of Workforce initiatives ▪ NAMC: Maryanne Ham, Executive Director; John Neil and Chuck Coakley, both Apprenticeship Growth & Expansion Coordinators ▪ Pahneez Hasseli is now filling a newly created position: Director of Performance and Evaluation 	

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	<ul style="list-style-type: none"> ○ Chris referred to the infographics in meeting packet: <ul style="list-style-type: none"> ▪ The Youth Team coordinated 6 job fairs at high schools, hosting over 350 students and about 30 employers ▪ Heather Derby did a great job with STEM Week in our region. Over 1K attendees, over 60 speakers and 12 schools participated. STEM Week was once again virtual due to Covid. Shout out to all the Board members who participated and helped facilitate connections. A STEM-specific newsletter was also sent out to our full mailing list. ○ Work to Thrive updates: in partnership with TND/CONNECT, we have started to allocate funds from our CVS Health donation which was used to create the Metro North Workforce Resiliency Fund. Monies are used for wrap-around and support services to help achieve employment goals. ○ Lee-Ann Johnson career center updates: <ul style="list-style-type: none"> ▪ Staff is in office, but with hybrid services. The majority of services are still remote. ▪ 5 new staff were hired in last quarter; 7 open positions remain. ▪ Employer services events: 12/14 virtual job fair multi-industry. 1/19 – health and human services job fair. ▪ Training grants are busy – for example, CTE and B2Life. WIOA training funds can stretch a bit further because of these other funds. ▪ Our region is part of pilot with DOL’s transition assistance program (TAP) – allowing local returning veterans to come to career centers rather than Hanscom Airforce Base for services. 	
Strategic Plan Update and Report	<ul style="list-style-type: none"> ● Chris Albrizio-Lee presented an update on the status of our new Strategic Framework: <ul style="list-style-type: none"> ○ The Full Board approved the new plan in June ○ We are very close to finalizing our public-facing strategic framework document. ○ Within the Strategic Framework, we are tracking many performance measures. We have identified 10 Key Performance Indicators (KPI) and put them into a dashboard to share with board each quarter. ○ Pahneez presented a visualization of what the KPI dashboard will look like and described each item: <ul style="list-style-type: none"> ▪ First item is most general and includes all Metro North customers served (Career Center programs and other programs) ▪ Plan to be able to hover over items to get more information. ▪ Is it possible to retrofit existing data from past years? Is there a way to look at data across time in the future? We plan to be able to track data year to year. 	

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	<p>It may be more difficult to go back because some of the metrics are newly created.</p> <ul style="list-style-type: none"> ▪ Under strong partnerships and equitable access, do not see community partners represented? Chris noted that there are many more metrics that are not shown on the KPI High Level Dashboard. 	
Labor Market Data Presentation	<ul style="list-style-type: none"> • Pahneez Hasseli shared a PowerPoint on LMI focused on the past 6 months – post state of emergency: <ul style="list-style-type: none"> ○ Pahneez defined terms used, particularly on data time periods. ○ Pahneez discussed the following slides: <ul style="list-style-type: none"> ▪ Unemployment Rate over time. ▪ Why were surveyed people unemployed April 21 – October 21? ▪ Top Industries in Demand – Healthcare and Professional, Scientific and Technical Services – remained consistent pre pandemic through recovery ▪ Top Sub Industries in Demand. Scientific Research, Colleges and University. Huge increase in electronic shopping and Mail Order Houses. ▪ Top 5 employers: Amazon (huge increase), Harvard, MIT, Allied Universal, Tufts. A lot of admin jobs in college/university jobs. Allied Universal – security officers??? Is it turnover or postings? Can look for next presentation. ▪ Top 5 occupations in demand: Software Developers, Managers (project managers), Laborers and Freight (large increase really jumps out – many pulled from Amazon), Registered Nurses, Retail Salespersons (many from Whole Foods; a lot of contactless shopping) ▪ Top 3 certifications: Driver’s License (contactless shopping and delivery), Registered Nurse, Security Clearance ▪ Educational Requirements: larger share of postings only requiring a high school diploma. ○ Suggestion: separate out Amazon in the future since it is an outlier. 	Pahneez will send out PowerPoint
Discussion: Upcoming Workforce Development Investments and Opportunities	<ul style="list-style-type: none"> ○ Chris Albrizio-Lee shared information on upcoming funding to support workforce development ○ ARPA and MA FY22 budget are already allocated: \$100M. These are state funds, not including municipal funding. ○ Funds will be put into existing programs (CTI, WCTF and RENEW), and also new Capacity Building Resources such as regional upskilling planning grants. This will allow hiring of an “upskilling navigator” on MassHire Career Center staff and a “Market Maker” assigned to MassHire regional planning team staff to connect industry and programs, and Marketing Campaigns. ○ Additional ARPA funds are still on Gov. Baker’s desk. 	

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	<ul style="list-style-type: none"> ○ There are also federal opportunities – e.g., Good Jobs Challenge ○ Rafael: Are there additional resources available for upskilling and training for people who cannot afford to be out of a job or to get childcare? <ul style="list-style-type: none"> ▪ Existing programs are now allowing funds to be used for stipends ▪ More still to be determined. ▪ Equity issue, advocacy opportunity for us. ○ Breakout Groups – Key Takeaways. <ul style="list-style-type: none"> ▪ Regional opportunities/collaboration/focus. ▪ Wrap-around services; childcare; mismatch of priority industries and skills of population; need for financial literacy training for success. ▪ Support services: Shortage of daycare slots is an issue even if you have a voucher. Childcare issue of physical space and sufficient childcare workers. ▪ Need for understanding of cliff effect . ▪ Post-secondary gap and retention – regional support for persistence to earn a credential. ▪ Share our resources and tools with communities. ▪ Construction industry – need regional approach to have the workforce. ▪ Amazon is sucking dry the employee pool - short-term thinking vs. long term strategy and career growth. 	
Other business as may come before the Annual MNWB Meeting	<ul style="list-style-type: none"> ● RFP for WIOA Youth was sent out last month. There is a Webinar today at 2pm. 	
Adjourn	<ul style="list-style-type: none"> ● The meeting was adjourned at 10:25a.m. 	
	<ul style="list-style-type: none"> ● Documents used at the December 8, 2021 MNWB Quarterly Meeting: <ul style="list-style-type: none"> ● Agenda and FY22 MNWB Meeting Dates ● Draft June 2021 Meeting Minutes ● Draft September 2021 Meeting Notes (No Quorum) ● Major Activities Report ● Committee Reports ● Grant Summary Chart ● Program Summary Charts ● Strategic Framework – draft KPI Dashboard ● LMI PowerPoint ● July 2021 Unemployment Report 	