



# MERRIMACK VALLEY WORKFORCE BOARD

## Planning/ Career Center Committee Meeting Minutes

**Tuesday, December 18, 2018 - 8:00 a.m.**  
**255 Essex Street, 4<sup>th</sup> Floor**  
**Lawrence, MA 01840**

Members Present: Ann Marie Borgesi, Ron Contrado, Andrew Herlihy, Carol Riemer

Members Absent: Bob Wescott

Staff Present: Abel Vargas, Susan Almono, Corina Ruiz

Other: Linda Rohrer

### **I. Approval of Minutes of the November 27, 2018 meeting**

In the absence of a chairperson, Abel asked Carol Riemer to chair the meeting.

A quorum being present, Carol Riemer called the meeting to order at 8:10 a.m. and then called for a motion on the minutes of the November 27, 2018 meeting.

**Motion by Ann Marie Borgesi, seconded by Ron Contrado, to approve the minutes of the November 27, 2018 meeting as submitted. Motion passed.**

### **II. Performance Summary as of November 30, 2018**

Linda Rohrer went over the dashboard which shows the WIOA numbers. The career center has an outreach plan for WIOA youth and have some customers in the pipeline. The dislocated worker and adult participants are mostly carry-ins. Linda said that only 6 customers in the adult category are new in training. Abel said this is an area of concern and that possible reasons is the low unemployment and other barriers such as child care and transportation.

Linda said there are customers in the pipeline for the youth work experience.

Abel said we should get a more detailed report outlining trainings funded to ensure we are training in the identified industries of our regional plan. Although WIOA is customer choice, we can educate customers on where the jobs are. Linda added that the counselors are doing that.

Linda said that the healthcare career ladder is difficult. Carol asked if customers who get WIOA funding for CNA training then go to LPN and Linda said she doesn't know because once they find employment, WIOA counts them as a positive exit. Susan added that WIOA ITA training funds can only be assessed every 5 years.

Ron asked if there's anything being done to encourage Colleges to take it to the next level and Linda said the colleges have developmental courses.

Susan said she participated in a State conference call that is looking to address the healthcare demand, sort of like the Northeast Advanced Manufacturing Consortium. Abel added that every region identified healthcare in their plan and the State should certainly consider a collaboration.

Ann Marie talked about the collaboration GLFHC made with the Lawrence Partnership. GLFHC made an investment to train recent high school graduates who were not going into college to become medical assistants. The partnership negotiated training cost with local training providers and the MVWB paid the trainees through the Summer YouthWorks program. Ann Marie said that the MA to LPN path is easier to obtain though tuition reimbursement after working for GLFHC for 3-5 years.

Abel said that Lawrence General Hospital does not hire LPNs or people with Associates Degrees.

Andy said that when he worked for the workforce board CNA was the number on training and it's interesting to see that after 10 years, it still is.

### **III. Budget Update as of October 31, 2018**

Abel asked for feedback on the new budget summary template.

Ann Marie suggested highlighting the larger grants since there are so many grants.

Susan said we should go with traditional statements.

Andy said that Board would like to see whether NECC is making or losing money.

Ron said the summary is impressive and just goes to show the great that being done.

Abel concluded by saying that we received the WIOA funding that was pending.

### **IV. Grants Update**

Susan went over the grants update. A copy of the update can be viewed by clicking on the following hyperlink: [Grants Update 12.14.18](#).

Abel said that there are smaller programs managed by MVWB staff that allows focus on specific industries.

There was discussion about Hampden County who are their own operator and have 2 non-profit career centers. Ron suggested visiting them to learn what they are doing different from us. Andy added that we should look at the demographics – Merrimack Valley could be parallel to Hampden. Abel said he will reach out.

### **V. Career Center Report**

Linda Rohrer presented the ValleyWorks report.

### **Columbia Gas Explosion Recovery Support**

- Working on development of project to support affected businesses
  - Assessment

- Recruitment of workers for businesses
- Outplacement/training for workers that have lost jobs
- Training for business owners and current workers
- Marketing campaign support to promote business success

### **Community Outreach and Recruitment for Training Opportunities**

- EOHED – GLTS Machining Program
- Tech Hire NECC Robotics and Automation Program
- WIOA Adult and Youth

### **Staffing**

- New BSR for Trades Industry Sector Team hired
- Employment counselor hiring in process

### **Calendar**

Linda provided the workshop calendar. The calendar can be viewed by clicking on the following hyperlink: [Workshop Calendar January 2019](#).

### **MassHire Branding**

- Planning Haverhill Event – tentative date January 31<sup>st</sup>, snow date February 7<sup>th</sup>
- 9:00 AM – 11:30 AM
- Speaking Program and Industry Briefings

### **VII. Other Business**

Abel said that the Board Chair, Juan Yepez, made the recommendation to appoint Ann Marie Borgesi as the Planning/ Career Center Committee Chair.

Carol called for a motion to accept Chairman Yepez’s recommendation to appoint Ann Marie Borgesi as the Planning/Career Center Committee Chair.

**Motion by Ron Contrado, seconded by Andrew Herlihy, to accept Chairman Yepez recommendation to appoint Ann Marie Borgesi as the Planning/Career Center Committee Chair. Motion passed unanimously.**

### **VIII. Adjourn (vote required)**

**Having no further business Andrew Herlihy made a motion to adjourn the meeting seconded by Ron Contrado, and the meeting was adjourned.**

Respectfully submitted,

*Corina Ruiz*

Recorder