



BOARD REPORT

September 13, 2007

Prepared on
August 30, 2007

TABLE OF CONTENTS

	Page
Minutes of Board Meeting of May 10, 2007	3
Career Centers Division	6
Training Division / Workforce Investment Act	8
Youth Services Division	8
Financial Reports	10
Fee for Service Division	12

**North Shore Workforce Investment Board
Meeting Minutes**

May 10, 2007

Those in attendance: Bill Tinti, Wayne Burton, Kathy Duggan, Mary Zwiercan (for Art Bowes), Tom Iarrabino (for Nick Kostan), , Brian Mulholland, Nancy Langevin, Arlene Greenstein, Nancy Stager, Steve Falvey, Joe Micozzi (for Bob Segal), Tom Franz (for Doris Murphy) , Joan Cirillo, Alex Lawn, Beth Hogan, Jim Beauvais, Tim Doggett, Rich Viscay, Tania Hartford, Tony Dunn, Brad Gage, Tom Huber, Mike McCarthy, Lynn Paulson, John Boris, Ann Marie Borgesi, Carol Couch

Those not in attendance: Rich Bane, Bob Bradford, Kevin Donahue, Tom Lemons, Stephanie Lee, Don Edwards

Staff: David McDonald, Mike Medler, Ed O’Sullivan, Mary Sarris, Will Sinatra, and Mark Whitmore

The meeting begins at 8:00am.

Chairman’s Report:

Introduction of Special Guest – Tamika Correia, Executive Director of the State Workforce Investment Board. Tamika will be here shortly and will give us an overview of the newly resurrected State Workforce Investment Board

Officer Elections –Vote:

The North Shore WIB has adopted By-Laws which state that we should have officers such as a Treasurer, a Clerk, a Vice Chair, etc. We have a Chairman who was appointed by the Mayor of Salem. Officers have been nominated by the Executive Committee and we would like to vote on these members

Nancy Stager, Vice Chair
Steve Falvey, Treasurer
Jim Beauvais, Clerk

In addition, Bill asked that the Board confirm the Mayor’s selection of him as Chair.

A motion was made and a second was made to elect the new officers to represent the NSWIB. A unanimous yes vote was made.

FirstJobs:

Mary Sarris lead the discussions on the F1rst Jobs program 2007 – we have about 50 jobs developed and about \$50,000 raised to date. We have done workshops for over 350 teens and

have more scheduled throughout the month of May and into June. We have a job fair scheduled at North Shore Community College on June 12th. We have received responses from 21 non-profit organizations interested in hiring teens this summer, including Beverly Children's Learning Center, St. Stephens Episcopal Church, HAEWC, Salem Cyberspace, Beverly School for the Deaf, NSCC, Project Adventure, NS Elder Services, Gloucester Stage, The Food Project, Salem YMCA, LHAND, LEO, Girls Scouts, Raw Art Works, Boys and Girls Clubs of Salem and Lynn, etc. (close to \$180,000 worth of requests). We also will receive a limited amount of state support for jobs for Lynn and Salem teens this year.

Tamika Correia, Executive Director, MWIB and R.J McGraw, Director of Special Projects presentation:

Tamika and R.J gave an overview of the State Workforce Investment Board, now called the MWIB. Detailed information was given on various new members of the MWIB. Discussion of the Workforce Competitiveness Trust Fund and potential for this important economic stimulus legislation to continue was stressed by the board.

The North Shore Labor Market – developing Blueprint, Steve Quimby:

Steve Quimby gave a PowerPoint presentation on the preliminary findings of the Labor Force Blueprint 2007. The Blueprint will be completed by June 30th 2007. The purpose of the Blueprint is to provide a strategic look at labor force trends and how these trends can be used by Career Center staff in developing job training programs.

Four critical industries on the North Shore were identified, Construction, Financial Services, Health Care, and Durable Goods Manufacturing. The criteria used in determining critical industries were based on the number of jobs, growth trends, skill & educational requirements, career ladder opportunities, and the level of interaction with the workforce system within the industry.

Highlights of the critical industries:

Construction:

- Many high-paying jobs that do not require degrees
- Defined Career ladder opportunities
- Positive alternative for people who like to work with their hands

Financial Services:

- Lots of new business growth in banking
- Entry-level jobs do not require high levels of education
- Lots of mobility, particularly for people who can sell

Health Care:

- Second largest Employer in the region
- Strong demand for workers with associates degree and certificate training
- Extensive experience partnering with workforce system

Durable Goods Manufacturing:

- Employment has declined over the past five years but still significant
- Median wages are nearly 50% above average private sector wages for the region
- Manufacturing in the North Shore is innovative and high value added

Biotechnology was determined to be a viable emerging industry on the North Shore.

The PowerPoint presentation is available upon request.

An open discussion ensued.

National Business Learning Partnership:

Our visit from the Clovis folks went well. The visit was focused on how to use data and how to develop a truly integrated career center system. We hope to visit New Mexico in August.

Bill Tinti thanked everyone for attending.

The next meeting is March 10.

The meeting adjourned at 9:20am.

Respectfully submitted by Will Sinatra

CENTERS DIVISION

CAREER Customer Count

New Customers

	June, 07		Actual YTD	Plan thru 6/30/07	June, 06 YTD
	Actual	Plan			Actual
Lynn	480	298	4459	3576	4867
Salem	334	201	3956	2412	4144
Gloucester	62	75	945	900	1011
Total	876	574	9360	6888	10022

Total Customers Served

	June, 07		Actual YTD	Plan thru 6/30/07	June, 06 YTD
	Actual	Plan			Actual
Lynn	1343	527	6660	6325	7146
Salem	933	345	5668	4140	5605
Gloucester	262	86	1480	1035	1436
Total	2538	958	13808	11500	14187

Customer Placements (#/% of total customers served)

	June, 07		Actual YTD	Plan thru 6/30/07	June, 06 YTD
	Actual	Plan			Actual
Lynn	122/9%	66	1180/18%	792	1091/15%
Salem	116/12%	47	1104/19%	564	1072/19%
Gloucester	42/16%	11	409/28%	132	360/25%
Total	280/11%	124/13%	2693/20%	1488/13%	2523/18%

Customer Satisfaction – Results for April 2007 – June 2007

Job Seeker

Gloucester (n = 48)	Excellent	Good	Fair	Poor
Were you satisfied with the results of your visit?	36 (75%)	11 (23%)	1 (2%)	0 (0%)

Lynn (n = 211)	Excellent	Good	Fair	Poor
Were you satisfied with the results of your visit?	132 (62%)	59 (30%)	16 (7%)	4 (1%)

Salem (n = 135)	Excellent	Good	Fair	Poor
Were you satisfied with the results of your visit?	75 (55%)	44 (33%)	13 (10%)	3 (2%)

System-Wide (n = 394)	Excellent	Good	Fair	Poor
Were you satisfied with the results of your visit?	243 (61%)	114 (29%)	30 (8%)	7 (2%)

Employer (n = 11)

System-Wide	Excellent	Good	Fair	Poor
Overall satisfaction with Career Center services.	4 (36%)	7 (64%)	0 (0%)	0 (0%)

Interactions (# of job seeker customers seen/FTE)

	June, 07	Actual YTD	June, 06
	Actual	Actual	Actual
Lynn - 8	168	832	893
Salem - 7	133	810	801
Gloucester - 3	87	493	479
Total	144	767	788

Employer Services

New Accounts

	June, 07		Actual YTD		June, 06 YTD
	Actual	Plan	Actual	Plan thru 6/30/07	Actual
Lynn	65	6	316	73	181
Salem	19	7	135	90	120
Gloucester	2	1	51	12	45
Total	86	14	502	175	346

Total Employers Served

	June, 07		Actual YTD		June, 06YTD
	Actual	Plan	Actual	Plan thru 6/30/07	Actual
Lynn	161	19	834	228	385
Salem	50	28	385	338	323
Gloucester	15	7	164	84	120
Total	226	54	1383	650	828

Total Number of Employers Listing Job Orders

	June, 07		Actual YTD		June, 06 YTD
	Actual	Plan	Actual	Plan thru 6/30/07	Actual
Lynn	47	12	343	150	286
Salem	24	23	199	275	238
Gloucester	8	7	107	75	75
Total	79	42	649	500	599

TRAINING DIVISION / WORKFORCE INVESTMENT ACT

Overall WIA Activity

	YTD Actual	Planned Thru End of Grant	June, 06 YTD
Adult	156	129	132
Dislocated Worker	243	257	323

Overall WIA Placement

	YTD Actual	Planned Thru End of Grant	June, 06 YTD
Adult	69	43	44
Dislocated Worker	105	118	150

Preferred Vendor Performance (top 6 vendors in terms of enrollments) 2007

Vendor	Number Served in 07	Placement Rate in 07	Average Wage in 07	Number Served in 06
ICC	52	88%	13.11	47
LARE	22	100%	13.75	35
Northern Essex CC	20	100%	14.71	16
American Red Cross	14	70%	10.18	11
Millennium	14	100%	12.38	23
Rome Learning Institute	14	67%	12.63	10

YOUTH DIVISION

Workforce Investment Act Programs 2007

Vendor	Number Served	Number Exited	Number placed/Average Wage	Number Served in 06
Action, Inc.	19	7	5/8.80	20
Catholic Charities	21	7	3/8.38	17
Girls, Inc.	5	0		16
My Turn, Inc.	26	10	2/8.38	22

School-to-Career

Connecting Activities / MCAS Remediation (program connects students and employers in brokered jobs and internships across the region)

	Goal	Actual
Student Work and Learning Experiences	630	630

Work and Learning Experiences for High School Youth

- Successful in increasing the number of students in jobs connected to a Work Based Learning Plan.
- Held an Employer Luncheon in June, prior to the FirstJobs job fair. This luncheon included explanations of the Work Based Learning Plan, and provided an opportunity for networking among local private and non profit businesses. Additionally, the WIB and Career Center recognized local businesses for their commitment to investing in our future workforce.
- Connecting Activities staff, in partnership with the administration at Lynn Vocational technical high School, welcomed Governor Patrick to Lynn Tech to speak before the entire student body, as well as faculty, staff, parents, business leaders and local politicians. Governor Patrick announced his commitment to summer jobs and his new ideas for the Youthworks Hotline.
- Job readiness workshops increased, students are now encouraged to attend two workshops before applying to summer jobs, and the workshops were presented to almost 1200 youth since January 2007.

OTHER INITIATIVES

Employment Services Program (Department of Transitional Assistance)

Vendor	Current Enrollment	Co-enrolled WIA Adult Title I Training*	Terminations	Current Retentions	Number of Enrollments and Retentions in 06
Catholic Charities	15	n/a	6	7	12 (enrollments) 7 (retentions)
Mass. Job Training - Salem	19	n/a	11	8	22 (enrollments) 10 (retentions)
DTA	-	19	-	-	-

Budget-Actual Summary by Expense Category
As of July 31, 2007

	Budget	Actual	Obligations	\$ Remaining	% Rem.
<u>REVENUE</u>					
Current Year Grants	\$ 3,102,999	\$ 10,435	\$ -	\$ 3,092,564	99.7%
Current Year Program Income	-	-	-	-	
Prior Year Carry-in	1,591,123	166,000	-	1,425,123	89.6%
Total Revenue	\$ 4,694,122	\$ 176,435	\$ -	\$ 4,517,687	96.2%
<u>EXPENSES + OBLIGATIONS</u>					
<u>Admin Expenses</u>					
Personnel	\$ 261,367	\$ 13,753	\$ -	\$ 247,614	94.7%
Expenses	99,228	7,018	3,307	88,903	89.6%
Total WIB Expenses	\$ 360,595	\$ 20,771	\$ 3,307	\$ 336,517	93.3%
<u>Program Expenses</u>					
Personnel	\$ 1,375,181	\$ 74,234	\$ -	\$ 1,300,947	94.6%
ITA's	539,200	13,926	44,882	480,392	89.1%
Support Services	54,839	886	2,925	51,028	93.1%
Other Training	832,223	-	498,950	333,273	40.0%
Other Program Costs	558,934	30,552	16,977	511,405	91.5%
BSU Costs	122,990	9,697	-	113,293	92.1%
Total Program Expenses	\$ 3,483,367	\$ 129,295	\$ 563,734	\$ 2,790,338	80.1%
Total Expenses & Obligations	\$ 3,843,962	\$ 150,066	\$ 567,041	\$ 3,126,855	81.3%
Planned Carry-Out	\$ 850,160				

Budget-Actual Summary by Program
As of July 31, 2007

Program Name	FY Budget	FYTD Spent + Obligated	Amount Remaining	Percent Remaining
<i><u>Federal Funds</u></i>				
Disabled Veterans Outreach Program - FY08	\$ 6,464	\$ -	\$ 6,464	100.0%
DOE Adult Education Career Centers - FY07	17,238	310	16,928	98.2%
DOE Adult Education Career Centers - FY08	-	-	-	
Pathways to Success by 21 (P-21), Part A	14,780	7,404	7,376	49.9%
Pathways to Success by 21 (P-21), Part B	39,740	-	39,740	100.0%
Rapid Response - FY08	6,464	-	6,464	100.0%
Unemployment Insurance - FY08	9,225	-	9,225	100.0%
Wagner Peyser ES 10% - FY08	7,110	-	7,110	100.0%
Wagner Peyser ES 90% - FY08	29,683	-	29,683	100.0%
WIA Administration	278,400	20,140	258,260	92.8%
WIA Adults	802,794	70,712	732,082	91.2%
WIA Disabilities Navigator - FY08	54,000	3,239	50,761	94.0%
WIA Dislocated Workers	739,979	57,729	682,250	92.2%
WIA Youth	780,680	523,266	257,414	33.0%
<i>Total Federal Funds</i>	<i>\$ 2,786,557</i>	<i>\$ 682,800</i>	<i>\$ 2,103,757</i>	<i>75.5%</i>
<i><u>State & Local Funds</u></i>				
DOE ACLS Adult Basic Education: 345 - FY08	\$ 114,788	\$ 643	\$ 2,000	1.7%
DOE Connecting Activities - FY08	90,498	4,323	-	0.0%
Earned Funds	-	-	-	
Employment Services Program - FY08	188,483	3,924	-	0.0%
NE STEM Partnership	2,000	-	-	0.0%
Shannon Grant	44,649	3,318	-	0.0%
State One-Stop Career Center - FY08	83,934	4,463	184,559	219.9%
Verizon Grant	19,400	4,285	-	0.0%
Workforce Competitiveness Trust Fund	249,892	2,112	-	0.0%
Workforce Training Fund - FY08	94,249	5,622	-	0.0%
YouthWorks	169,512	5,617	-	0.0%
<i>Total State Funds</i>	<i>\$ 1,057,405</i>	<i>\$ 34,307</i>	<i>\$ 1,023,098</i>	<i>96.8%</i>
TOTAL FUNDS	\$ 3,843,962	\$ 717,107	\$ 3,126,855	81.3%

