



BOARD REPORT

September 10, 2009

Prepared on
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**North Shore Workforce Investment Board
Meeting Minutes**

May 7, 2009

Those in attendance: Susan Jepson, Stephanie Lee, Tom Iarrabino (attending for Cathy Latham), Arlene Greenstein, Carol Couch, Mary Zwiercan (attending for Art Bowes), Tom Lemons, Beth Hogan, Bill Tinti, Rich Viscay, Bob Bradford, Brad Gaige, Doris Murphy, Tony Dunn, Kathy Duggan, Laurie Roberto, Nancy Stager, Don Edwards, Tom Daniel, Mike Whelan, and Wayne Burton.

Those not in attendance: Rich Bane, Peter Beaudoin, Jim Beauvais, Brian Cranney, Tim Doggett, Steve Falvey, Mike Fitzgerald, Leslie Gould, David LaFlamme, Mike Lynch, Althea Lyons, Mike McCarthy, Carolyn Miller, Brian Mulholland, Roger Pilotte, and Thelma Williams.

Staff: Mary Sarris, Maquisha Alleyne, David McDonald, Ed O'Sullivan, Mike Medler, Will Sinatra, Mark Whitmore, Deanna O'Sullivan and Shari Cornett.

Special Guests: Michaela Duffy of Congressman Tierney's Office was in attendance.

The meeting begins at 8:05am.

Chairman's Report

American Recovery and Reinvestment Act (ARRA)

The number of new UI claimants peaked in December and has slowly gone down each month through March. The total number of UI claimants has continued to grow each month and has reached its highest point at 10,422 in March of 2009. The numbers for April 2009 were not available at the time of the meeting.

The entire state of Massachusetts is set to receive \$437,865,255 to be used in a variety of projects including, but not limited to, roads, energy upgrades and efficiencies, and schools. Of that money, the North Shore WIB is set to receive \$2,183,879, which will be divided between Adult, Dislocated Worker, and Youth programs.

In the last year, Case Manager's case loads have doubled. There are 80% more people in training compared to the same time period last year which has exhausted all the ITA training funds.

Below is a suggested course of action for the use of the ARRA funds to be received.

NORTH SHORE WIB RESPONSE-Adult and Dislocated Worker Programming

Approaches:

- Over 60% of funding going towards training – have requested additional staffing funding to make this possible
- ARRA Group Training – RFP is out and Responses due by May 22, 2009 (this could be reopened);
- On-the-Job Training; and
- Regular enrollment into ITA's

Staffing options:

- 3 New case managers
- 2 workshop facilitators
- WIB/Career Center ARRA grants specialists (shared with Youth Funding)

NORTH SHORE WIB RESPONSE – Youth Programming

Approaches:

- Over 60% of funding going towards training
- Summer Jobs for Youth– RFP;
- 50/50 reimbursement for private sector employment;

Staffing:

- 1 Youth Program Coordinator
- 4 Eligibility / worksite Staff
- WIB/Career Center ARRA grants specialists (shared with Adult/DW Funding)

Vote to approve WIB ARRA Programming

Tom Lemons motioned to approve the WIB ARRA Programming plan. The motion was seconded by Nancy Stager and was approved by a unanimous vote.

FY 2010 Planning – WIA Youth Pipeline Recommendations

Vendor	Programming Highlights
Catholic Charities -Recommended Funding	<ul style="list-style-type: none"> • Serve 50 out-of-school youth (Lynn and Salem); • Students can earn 4 college credits while working on GED.
My Turn -Recommended Funding	<ul style="list-style-type: none"> • Serve 40 high-risk out-of-school youth (Lynn); • Large population of low-skilled males • Students learn work skills through community service learning project before advancing to internships and then jobs.
Action Inc. -Recommended Funding	<ul style="list-style-type: none"> • Serve 30 in-school/out-of-school youth (Gloucester); • Day alternative program – students earn HS Diploma; • Evening GED and Credit recovery classes; and • Students can earn 4 college credits while working on GED.
Girls Inc. -Recommended Funding	<ul style="list-style-type: none"> • Serve 26 in-school youth (Lynn); • Focus on college prep for 1st generation, minority, and academically at-risk teens; and • Mentoring component w/ professional women in the community.
ERI -Recommended not Funded	<ul style="list-style-type: none"> • Outcomes and model is not aligned with NSWIB current programs

There was a motion to accept the WIA Youth Pipeline recommendations. The motion was seconded and approved by an overwhelming majority.

F1rstJobs Status Report

We have hired an ARRA Youth Program Coordinator and are interviewing for 4 Eligibility Staff. 560 Teens have applied for F1rstJobs so far, with 599 having gone through workshops. 28 applications for private non-profit sites have been received (over 300 jobs to date). Some non-profits that have submitted applications include: Salem Cyberspace, Salem and Beverly YMCA, Lynn Housing Authority, LEO, etc. An RFP for non-profit sites has been released. 41 private

companies have expressed interest in F1rstJobs with 137 positions available. These companies include: Eastern Bank, North Shore Bank, Brooksby Village, UPS, etc. Another RFP has been released for companies to get reimbursed for 50% of wages for hiring a youth this summer.

It was motioned to support the new regional Essex North Shore Agricultural Technical High School that will be built to replace and combine the aging Essex Agricultural High School, the North Shore Technical High School and the Peabody Veterans Memorial High School in its request for additional funds from the Commonwealth through ARRA to lessen the burden on the 17 cities and towns involved in the project. The motion was seconded and approved by an overwhelming majority of those in attendance.

Committee Updates

Workforce Systems Committee

The North Shore WIB will build the capacity of the North Shore workforce system to respond to labor market needs.

Updates: Nancy Stager

- Career Center Re-Charter Process
The Career Center Charter is a detailed business plan that is done every two years. The process of re-chartering will begin during the summer and continue through the early fall. The committee will review data from the Data Academy and focus on improving services to youth and dislocated workers.

Skills Gap Committee

The North Shore WIB will strategically utilize resources and fully engage the business sector to close the skills gap that exists between available workers and employers.

Updates

- Training Procurement
The committee will have recommendations to the Board soon.

Youth Pipeline Committee

The North Shore WIB will enhance the youth pipeline by increasing and aligning education, training and employment programs.

Updates: Stephanie Lee

- Externship Update
There are 12 confirmed businesses taking on externs with room for more companies to be involved. 16 applications have been received with about 12 other teachers being looked at. Along with the externship will be a class that the externs will have to attend. There will be weekend and evening classes and it will result in 3 graduate level credits for the teachers.

Partnership Committee

The North Shore WIB will increase, strengthen and strategically align relationships with federal, state and local partners/stakeholders.

Updates

- Report to the Legislature
The report emphasizes our work plan, puts a face on our data through customer summaries and highlights our partnerships with other organizations.

The meeting adjourned at 9:17am.

The next meeting is scheduled for September 10, 2009.

Respectfully submitted by Maquisha Alleyne.

CENTERS DIVISION

CAREER Customer Count

New Customers

	June, 09				Jun, 08 YTD
	Actual	Plan	Actual YTD	Plan thru 6/30/09	Actual
Lynn	442	340	4,802	4,074	4,603
Salem	347	222	3,753	2,667	4,182
Gloucester	94	55	995	666	903
Total	883	617	9,550	7,407	9,688

Total Customers Served

	June, 09				Jun, 08 YTD
	Actual	Plan	Actual YTD	Plan thru 6/30/09	Actual
Lynn	1,457	566	7,264	6,790	7,146
Salem	847	370	5,174	4,444	5,971
Gloucester	351	92	1,533	1,111	1,417
Total	2,655	1,028	13,971	12,345	14,534

Customer Placements (#/% of total customers served)

	June, 09				Jun, 08 YTD
	Actual	Plan	Actual YTD	Plan thru 6/30/09	Actual
Lynn	83/6%	73	1,045/14%	882	1,243/17%
Salem	55/6%	48	724/14%	578	1,060/18%
Gloucester	30/9%	12	258/17%	144	365/26%
Total	168/6%	133/13%	2,027/14%	1,604/13%	2,668/18%

Customer Satisfaction – Results for May 2009 – July 2009

Job Seeker

Gloucester (n = 64)	Excellent	Good	Fair	Poor
Were you satisfied with the results of your visit?	52 (81%)	10 (16%)	2 (3%)	0 (0%)

Lynn (n = 195)	Excellent	Good	Fair	Poor
Were you satisfied with the results of your visit?	117 (60%)	61 (31%)	11 (6%)	6 (3%)

Salem (n = 104)	Excellent	Good	Fair	Poor
Were you satisfied with the results of your visit?	63 (60%)	29 (28%)	9 (9%)	3 (3%)

System-Wide (n = 363)	Excellent	Good	Fair	Poor
Were you satisfied with the results of your visit?	232 (64%)	100 (27%)	22 (6%)	9 (3%)

Employer (n = 12)

System-Wide	Excellent	Good	Fair	Poor
Overall satisfaction with Career Center services.	5 (42%)	7 (58%)	0 (0%)	0 (0%)

Employer Services

New Accounts

	June, 09		Actual YTD		Jun, 08 YTD
	Actual	Plan	Actual	Plan thru 6/30/09	Actual
Lynn	40	20	340	240	543
Salem	41	25	192	300	154
Gloucester	9	5	72	60	63
Total	90	50	604	600	760

Total Employers Served

	June, 09		Actual YTD		Jun, 08 YTD
	Actual	Plan	Actual	Plan thru 6/30/09	Actual
Lynn	86	40	662	480	925
Salem	56	50	326	600	279
Gloucester	24	1	137	120	135
Total	166	100	1,125	1,200	1,339

Total Number of Employers Listing Job Orders

	June, 09		Actual YTD		Jun, 08 YTD
	Actual	Plan	Actual	Plan thru 6/30/09	Actual
Lynn	35	15	363	180	404
Salem	20	28	128	336	186
Gloucester	13	7	98	84	95
Total	68	50	589	600	685

TRAINING DIVISION / WORKFORCE INVESTMENT ACT

Overall WIA Activity

	YTD Actual	Planned Thru End of Grant	Jun, 08 YTD
Adult	185	152	137
Dislocated Worker	275	265	229

Overall WIA Placement

	YTD Actual	Planned Thru End of Grant	Jun, 08 YTD
Adult	45	48	52
Dislocated Worker	75	88	109

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

Vendor	Number Served	Placement Rate	Average Wage	Number Served in 08
NSCAP	60	75%	\$17.08	25
Millennium	36	100%	\$17.24	21
Northern Essex CC*	31	88%	\$17.54	14
North Shore CC	30	100%	\$13.44	15
American Red Cross	21	67%	\$11.75	13
Rome	18	100%	\$14.00	12

*North Essex CC – had 7 Entered Employments including 1 self-employed customer

The two salaried positions were averaged together for \$17.54 and the self-employed customer estimated his initial earnings at \$500.00/month

YOUTH DIVISION

Workforce Investment Act Programs

Vendor	Number Served	Number Exited	Number placed/Average Wage	Number Served in 08
Action, Inc.	30	16	14/\$8.38	27
Catholic Charities	48	23	7/\$8.93	48
Girls, Inc.	25	10	1/\$8.50	16
My Turn, Inc.	25	10	5/\$8.43	26

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	295	44

Work and Learning Experiences for High School Youth

- FY2010 contract, starting July 1 2009, includes Lynn Vocational Technical Institute, Lynn Classical High School, Lynn English High School, and Salem High School.
- Staff will also be working with several other schools in the area to identify students for employment and to provide on-site pre-employment workshops. Workshops focus on how to get and keep a job, work culture, interview, dress for success, etc.
- CA staff and Youth Career Center staff has serviced approximately 600 youth by providing them with two job readiness workshops both in the North Shore Career Centers and at the school locations.
- All youth who have participated in the Summer Jobs 2009 employment experience have been placed on the WBLP. Worksite evaluations were conducted by Youth Career Center Staff.
- Student Career Specialist position is open and interviews are being set up to fill this position; This position will also be case managing youth enrolled in the EEOPS Byrne Grant focused on youth from Gloucester, Peabody and Beverly. YCC staff is currently wrapping up the summer employment portion of the year and gearing up for the school year. Contact lists are being assembled for schools that are interested in services throughout the North Shore area.

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 08
Catholic Charities	24	n/a	6	6	17 (enrollments) 5 (retentions)
Training Resources of America - Salem	25	n/a	7	6	17 (enrollments) 10 (retentions)
DTA	-	4	-	-	-

Budget-Actual Summary by Program
As of June 30, 2009

Program Name	FY Budget	FYTD Spent + Obligated	Amount Remaining	Percent Remaining
<u>Federal Funds</u>				
ARRA: Adults	5,470	1,503	3,967	72.5%
ARRA: Dislocated Worker	100,000	90,766	9,234	9.2%
ARRA: Youth	125,000	124,261	740	0.6%
Career Center Job Fair Revenue - FY08	1,048	1,048	-	0.0%
DESE Adult Education Career Centers - FY08	29,796	23,877	5,919	19.9%
DESE Adult Education Career Centers - FY09	26,752	21,023	5,729	21.4%
Disabled Veterans Outreach Program - FY09	6,765	6,765	-	0.0%
EOT - SETPNS - JARC	118,046	313	117,733	99.7%
EOT - SETPNS - New Freedom	118,046	1,331	116,715	98.9%
EOT - Transportation Project #3	74,288	65,234	9,054	12.2%
High Performing WIB Award	50,000	10,765	39,235	78.5%
JSJR - FY09	973	973	-	0.0%
Local Veterans Employment Rep - FY09	1,553	1,553	-	0.0%
Pathways to Success by 21 (P-21), Part D	18,726	14,606	4,120	22.0%
Pathways to Success by 21 (P-21), Part E	82,134	67,992	14,142	17.2%
Rapid Response - FY09	6,765	6,765	-	0.0%
Skill Start (EAS) - FY09	3,409	3,409	-	0.0%
State Staff - FY09	524	524	-	0.0%
UMASS Boston - MI-CEO	15,309	11,432	3,877	25.3%
Unemployment Insurance - FY09	16,390	16,390	-	0.0%
Wagner Peyser ES 10% - FY09	6,910	6,918	-	0.0%
Wagner Peyser ES 90% - FY09	76,734	64,381	12,353	16.1%
WIA Disabilities Navigator - FY09	57,200	56,058	1,142	2.0%
WIA Formula Funds: Administration	268,706	259,604	9,102	3.4%
WIA Formula Funds: Adults	907,908	864,699	-	0.0%
WIA Formula Funds: Dislocated Workers	901,559	887,122	14,437	1.6%
WIA Formula Funds: Youth	957,095	936,864	20,231	2.1%
WIA Incentive - FY08	20,000	18,301	1,699	8.5%
WIA Incentive - FY09	20,000	14,033	6,242	31.2%
<i>Total Federal Funds</i>	<i>\$3,695,890</i>	<i>3,578,510</i>	<i>395,670</i>	<i>10.7%</i>

Budget-Actual Summary by Program
As of June 30, 2009

Program Name	FY Budget	FYTD Spent + Obligated	Amount Remaining	Percent Remaining
<i>State & Local Funds</i>				
Career Center Job Fair Revenue - FY07	\$227	227	-	0.0%
Career Center Job Fair Revenue - FY08	6,639	2,174	4,465	67.3%
Career Center Job Fair Revenue - FY09	3,161	-	3,161	100.0%
DESE - ACLS Adult Basic Education: 345 - FY09	114,788	108,947	58,414	50.9%
DESE - Connecting Activities - FY09	90,498	75,707	14,791	16.3%
Earned Funds	4,987	4,987	-	0.0%
Employment Services Program - FY09	173,210	168,565	4,645	2.7%
Metro SW REB ECCLI - FY08	5,748	619	5,129	89.2%
Northeast STEM Partnership	779	779	-	0.0%
Shannon Grant - Year 2, FY08	42,452	39,151	3,301	7.8%
Shannon Grant - Year 3, FY09	45,953	2,469	43,484	94.6%
State One-Stop Career Centers - FY09	182,233	167,092	15,141	8.3%
Verizon Grant - #3	9,830	9,830	-	0.0%
WCTF - Financial Services	200,000	171,677	28,323	14.2%
WCTF - HCLN	323,311	247,630	75,681	23.4%
WCTF - NSCC Hospitality Contract	15,600	6,551	9,049	58.0%
Workforce Training Fund - FY09	68,320	63,899	4,421	6.5%
YouthWorks - Summer FY08-09	236,313	229,502	6,811	2.9%
YouthWorks At Risk Youth: Year-Round, FY08	24,213	18,201	6,012	24.8%
Youthworks At-Risk Youth: Year-Round, FY09	63,269	55,947	7,322	11.6%
<i>Total State Funds</i>	<i>\$1,540,956</i>	<i>1,373,954</i>	<i>290,150</i>	<i>18.8%</i>
TOTAL FUNDS	\$5,236,846	4,952,465	685,820	13.1%