

WORKFORCE SYSTEM COMMITTEE – Bi-Monthly Status Report – May 19, 2011 (next meeting scheduled June 23, 2011)

In attendance: Arlene Greenstien, Kathy Duggan, Diana Hebert, Rosemary Chandler, Steve Currier, Mickey Northcutt, Mary, Sarris, Mark Whitmore, and Ed O’Sullivan.

GOAL 1: The North Shore WIB will build the capacity of the North Shore workforce system to respond to labor market needs.

Objective #1: Increase coordination and collaboration with educational and human service organizations on regional economic development initiatives and advocate for policy changes at the federal and state level that will help local partners increase the capacity of the workforce system.

Activity:	Timeframe:	Benchmarks/Indicators of Success	Status – May 19, 2011
Create a North Shore Alliance for Economic Development			
1.1 Continue to participate in the development of this Alliance with other municipal, education, business, and civic leaders, in an effort to establish a collaborative group whose goal will be to brand the North Shore as employer friendly and increase the number of employment opportunities on the North Shore.	2008 – 2009	1.1.1 A North Shore Alliance for Economic Development will be established as a 501(c)(3)	
1.2 WIB will actively participate in at least one activity/program with this new Alliance	2009 - 2010	1.1.2 The North Shore WIB will have a seat on the Executive Committee of the Alliance once it is established.	

		1.2.1 Completion of program/activity designed to mutually support economic and workforce development	
Eliminate policy barriers.			
1.2 Survey local partners to identify federal and state regulations, policies and funding mechanisms that impact their ability to address workforce issues.	2008 – 2010	1.2.1 Position papers on 3-5 state policy change recommendations will have been written, distributed and made available on the North Shore WIB's website.	
1.3 Develop a list of 3-5 key policy changes that could be made to positively impact workforce capacity	2009	1.3.1 At least one significant policy change impacting workforce capacity will have been accomplished.	
1.4 Advocate locally and jointly with other WIBs for identified policy and funding changes.	2009 - 2010	1.4.1 WIB hosts at least two meetings each year that provides needed information and feedback to local elected leaders	
1.5 Disseminate a bi-annual report to the legislature documenting programs and outcomes for the North Shore region	2009	1.5.1 (and 1.6.1) Staffers of elected leaders regularly attend WIB meetings	
1.6 Strengthen relationship with local political leaders such as Congressman John Tierney who represents the North Shore and is the only New England Legislator on the Labor Committee and Thomas McGee, the Chair of the Mass. Workforce Committee.	2009		

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Objective #2: Build on existing strengths in identifying current scale and scope of worker and employer needs while being responsive and forward thinking on changing workforce trends and gaps that may arise.

Activity:	Timeframe:	Benchmarks/Indicators of Success	Status
<p>Career Center Charter</p> <p>2.1 Continue to conduct bi-annual reviews of Charter to ensure that services provided to companies and individuals continually improve and respond to current needs</p>	<p>2008 - 2011</p>	<p>2.1.1 Active charter exists at all times.</p>	<p>(Mark Whitmore gave overview of the Career Center Charter Document with particular focus meeting the annual benchmarks of the charter during the March WSC meeting. Next Update will take place during the June 2011 meeting.)</p> <p>Conversation centered around the recent project of the committee – in which we have examined in depth the current model for service delivery and ways in which we can possibly enhance these services and make training dollars more impactful in the long term. An overview of meeting that have been held with several local area leaders was given and the committee discussed the impacts of funding cuts – if applicable for the FY 2012 funding year. Our allocations will be given out in (or around) May 25th – planning which has already started will</p>

			<p>ramp up after this announcement is made.</p> <p>The committee also discussed in depth the training dollar cap on spending for both Adult and DW Customers. The committee reviewed data that outline the cost that the WIB has incurred by critical industry as well as the total cost of the training which is the responsibility of the individual to pay for during FY 2010. The WIB will collect more information on placement rates and wages for the next meeting. The committee will discuss the possibility of lower the CAPs in both funding categories or leaving the same for the next fiscal year. This recommendation by the committee will be given to the full board.</p> <p>The committee also reviewed the preliminary results of Critical Issues Survey that was sent out on 5-16-11 via constant contact. This that was also given out in 2008 will help the WIB develop and refine our Strategic Plan for the region over the next several years. The results will be again discussed at the next meeting and shared will</p>
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			board members and other committee.
2.2 Continue initiatives in four critical sectors:	2008-2011	2.2.1 Board representation for all of the sector initiatives	
2.2a <u>Healthcare Learning Network</u> – build skills of low skilled workers and others to get into college healthcare programs	2010	2.2a.1 Healthcare – HCLN is recognized and available across the community as a viable college-prep resource	
2.2b <u>Durable goods Manufacturing</u> – work with North Shore Technology Council, the E-Team Machinist Program, and North Shore community college on creating paid training programs	2010	2.2b.1 Durable goods – a partnership between the durable goods manufacturing industry and North Shore Community College that leads to an Associate Degree or Certificate will exist	
2.2c <u>Pathways into Financial Services Project</u> – prepare and transition people within the Adult Basic Education (ABE) and English for Speakers of other Languages (ESOL) systems into professional positions w/career ladders	2010	2.2c.1 Financial Services – An assessment tool that defines the knowledge, skills and abilities needed success in the teller position will exist 2.2c.2 A curriculum for ABE/ESOL students that prepares them for teller and customer service positions will exist and have been implemented with at least 50 students 2.2c.3 36 ABE/ESOL students will have been placed into teller and/or	

<p>2.2d <u>Construction</u> – work in conjunction with voc-tech high schools and re-establish a leadership group with construction industry to create specific pathways for workers to enter the trades.</p>	<p>2010 - 2011</p>	<p>customer service positions in financial services</p> <p>2.2d.1 Construction – grant funds will have been secured to support a joint training program for construction workers</p>	
<p>Leverage emerging industry</p> <p>2.3 Facilitate the development of a biotechnology incubator site and/or a bio-tech sector initiative on North Shore.</p> <p>2.4 Research workforce needs of biotech industry to determine how best to provide career opportunities for local residents based on these needs, with a focus on youth and/or other demographic groups in the region.</p>	<p>2008-2010</p> <p>2011</p>	<p>2.3.1 A bio-tech incubator has received initial funding and has a plan for opening – OR – a collaborative of biotech companies exists and is working on projects that will result in appropriate training</p> <p>2.4.1 The North Shore WIB has at least one board member from the bio-tech industry.</p> <p>2.4.2 Potential program called “tech trek” (also in youth pipeline section) to introduce youth to the biotech industry by having tours through companies, etc.</p> <p>2.4.3 Biotech industry participates in WIB externship project</p> <p>2.4.4. Potential training project is identified and in the planning stage with local educational entities</p>	

<p>Improve services for targeted populations – Older Workers and Immigrants</p> <p>2.5 Conduct needs assessment on target populations</p> <p>2.6 Maintain comprehensive data base of all agencies and programs that provide services to targeted populations – identify barriers and gaps</p> <p>2.7 Identify areas for potential partnerships and/or expansion of existing programs that will reach targeted populations</p>	<p>2008 – 2011</p> <p>2009</p> <p>2010</p>	<p>2.5.1 (and 2.6.1) At least two updated publications are on the WIB website summarizing findings and suggested services/programs.</p> <p>2.7.1 Increased education and training service availability for immigrants exist on the north shore either through additional resources and slots available in traditional programs or new program development.</p> <p>2.7.2 Improved services/relationships with two companies that are seeking ways to retain older workers in skilled jobs or to help older workers transition into new work situations.</p>	<p>The committee spent time discussing the task/project assigned by the executive committee, to examine new ways to “enhance training funding” to best serve the communities within our region. Comments we made on materials and data collected so far.</p>
<p>Implement a Forecasting Project</p> <p>2.8 Update Blueprint and similar data projects on an on-going basis (complete new Blueprint no later than 2010)</p>	<p>2010</p>	<p>2.8.1 Blueprint complete</p> <p>2.8.2 An annual interview protocol</p>	

<p>2.9 Annually interview WIB members in each critical sector on what they predict their sector will look like in five years.</p> <p>2.10 Create a database and schematic by critical sector and emerging industry to predict future opportunities and potential challenges</p>	<p>2008 – 2011</p> <p>2009 - 2011</p>	<p>for each critical sector and emerging industry exists</p> <p>2.9.1 Representatives from each critical sector and emerging industry have been interviewed annually</p> <p>2.10.1 Data from the interviews has been entered into the schematic and has been incorporated into annual program planning activities</p>	
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