

**WIOA Career Center Standards & Process Workgroup**  
**Thursday, June 25, 2015**  
**10:00 a.m. – 12:00 noon**

**Central Massachusetts Workforce Investment Board**  
**44 Front Street, Suite 300**  
**Worcester, MA 01608**

## **Meeting Minutes**

Present: Tim Dooling, Dave Manning, Beth G., Sylvia Beville, Tim Sappington, Janice Weekes, Ellie Rose, Steve Trueman, Holly Hill-Batista, Paul Vigeant, Kris Dower, Meelynn Wong

Call in: Patricia Crosby, Barbara O'Neil, Shannon Norton, Dana Varzan-Parker (DOE)

Group discusses frequency of meeting. Presently meeting every two weeks.

Group decides on meeting once a month for the following reasons:

Work load, everyone is also on several other committees and are in the process of WIOA implementation and restructuring, present two week schedule not enough time to give thoughtful & substantive consideration to topic responses.

Group will try once a month on a trial basis. Agree we have accomplished a lot thus far, and are confident we will have career center standards in place early fall and will be able to meet the Gov's November deadline for state plan draft.

Syv asked about California document. DCS will post on site.

Paul V. asked what role community colleges play. He interpreted regs as community colleges having first pass at training.

Majority of discussion surrounded the metrics chart.

Homework: DCS will post new chart and folks will fill in succinct metrics for next meeting.

Next meeting July 23rd in Worcester.