

Massachusetts Workforce Investment Board
WIOA Steering Committee
Job Seeker & Employer Subcommittee

Career Center Standards & Procurement
May 28, 2015
Meeting Notes

Members participating: Timothy Dooling, David Manning, Sylvia Beville, Kris Dower, Holly Hill-Batista, Janice Weekes, Beth Goguen, Tim Sappington, Edward Bartkiewicz, Meelynn Wong, Barbara O’Neil, Shannon Norton, Thomas Perreira, Patricia Crosby (Call), Ralph Abislaiman(call), Steve Trueman (call),

DISCUSSION TOPICS:

The meeting began with a brief overview of the roles of the Massachusetts Workforce Investment Board’s Steering Committee and WIOA Subcommittees and Workgroups and a related update on WIOA implementation.

The group agreed to the following:

- Schedules and materials will be posted on the State WIOA website
- Need a formal process and come out of meetings with specific questions for ALL WIBs to take back to business membership
- WIBs need to come back with answers and rationales to support decision-making
- Business feedback will be obtained by utilizing local WIB committees to get feedback instead of attempting to involve business with an extensive schedule of meetings. This will recognize time commitment and enhance feedback. Additional feedback will be obtained as appropriate.
- September 2015 is the target for a DRAFT policy with defined standards and measures
- WIOA requires that the procurement process begin during FY16 and the target for guidelines and materials is January, 2016, which is consistent with the release of final WIOA regulations.
- The meeting schedule will be to meet every 2 weeks and will be Thursdays June 11, June 25, July 9, July 23 and August 6—and will be held at Worcester 10am
- DRAFT agendas will be provided prior to meetings and members must review agendas and materials prior to the meeting
- At end of each meeting members will agree on the agenda for the next meeting
- The group listed products for the workgroup and developed a schedule that would assign specific topics to each meeting

Documents discussed included:

Policy for Career Center certification WIOA Regulation 678.800 Group discussed can break down §678.800 into the following:

- 1) 1, 5, 6 (from §678.800 overview sheet) structural guidance
 - 2) 2, 3 needs of people
 - 3) Cost effectiveness
 - 4) Disabled customers
 - 5) Continuous improvement
- Cross cutting Points among the related JS&E workgroups need synchronization
 - Notes will be issued on June 2nd and Each member should provide 4-5 points for each of the requirements by Thursday, June 4th to Dave Manning and Tim Dooling with consolidated comments to members by June 8th and an agenda for the June 11th meeting in advance of the meeting. Items for members to provide by June 8th include:
 - 1) **4 brainstorming ideas regarding 1, 5, 6? What are cultural impediments?**
 - 2) **Couple points on current system and ways to improve.**
 - 3) **Definition of integration, coordination & access?**

Noted that MOU with partners does not work. Partners not always empowered to sign anything. ABE has sent MOUs every year. To say WIA partner arrangements failed is an overstatement but it needs more structure. Additionally, need buy-in from State level and Governor in order for partners to buy-in.

- Policy for career center procurement (20CFR678) . A separate subcommittee will develop standards and guidelines to be provided via updates to the larger group and to be ready by the point that standards have been developed.

NEXT MEETING: June 11th