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**Massachusetts Workforce Development Board Meeting**

Thursday, December 6, 2018

9:30 A.M to 12:00 Noon

Eastern Bank

195 Market Street

Lynn, MA 01901

**Meeting Minutes**

*(Draft)*

***Members Present:***

*Rosalin Acosta, Zamawa Arenas, Joanne Berwald, Anne Broholm, Jesse Brown, James Cassetta (left early), Donna Cupelo, Sherry Dong, Pam Eddinger, Pamela Everhart, Jessyca Feliciano, Maria Ferreira-Bedard, Robert LePage, Susan Mailman, Juliette Mayers, Jeffrey McCue, Jennifer Morales, Joanne, Pokaski, Elizabeth Skidmore, Juan Vega*

***Members Absent:***

*Aixa Beauchamp, Tricia Canavan, Eric Lesser, John Mann, Warren Pepicelli, Dan Rivera, Linda Tyer, Joseph Wagner, Maicharia Weir Lytle, Beth Williams, Ray Wrobel,*

**Welcome & Introductions**

Donna Cupelo called the meeting to order, and welcomed board members and guests. Ms. Cupelo extended a thank you to Nancy Stager of Eastern Bank and the MassHire North Shore Workforce Board for hosting today’s meeting. Ms. Cupelo welcomed new Board member Maria Ferrira-Bedard. Ms. Ferreira-Bedard introduced herself and provided a brief summary of her career, background, and interest in workforce development. Then, all members and guests present introduced themselves.

Donna Cupelo introduced Lynn Mayor Thomas McGee who shared the city’s successes in challenges in serving as a vibrant gateway to the North Shore, with access to Boston.

Donna Cupelo then introduced Nancy Stager who serves as Chair of the MassHire North Shore Workforce Board. Ms. Stager shared background on the North Shore workforce region, which includes 19 cities and towns. Ms. Stager highlighted the Board’s work to identify and address the region’s key workforce challenges using a data-driven approach. The Board partnered with the North Shore Alliance for Economic Development to conduct a research and planning initiative called “The Future of Work on the North Shore”, through which a [report](https://masshire-northshorewb.com/wp-content/uploads/NSWIB-Report-8.5x11-updated-final-5-16-18.pdf) was published. The report conducted surveys and interviews with the various workforce stakeholders such as businesses, job seekers, housing experts, educational leaders, elected officials, and social service and community leaders to garner an understanding of labor demand, labor supply and labor intermediaries. The report identified in-demand skills, action steps the region needs to take to fulfill workforce needs, and next steps. Ms. Stager also highlighted workforce programs in the North Shore region, including the [Northeast Advanced Manufacturing Collaborative (NAMC)](https://www.namcnetwork.com/about/).

Cheryl Scott then reviewed the meeting agenda and updated the Board on the member re-appointment process. She also noted that the Board committees will begin meeting in 2019.

**Review and Approval of Meeting Minutes and Remote Participation Policy**

Donna Cupelo asked for a motion to approve the minutes for the MassHire State Workforce Board meeting on September 10, 2018. The motion was made, seconded, and passed unanimously.

Cheryl Scott reviewed the proposed Remote Participation policy for the Board, noting which aspects of the proposal were required by state law, and which aspects were for the Board’s discretion. Joanne Berwald asked whether the policy should have limits on how many board members attend remotely. Donna Cupelo suggested that the policy not limit the number for remote participation given that by law there would need to be a quorum present in the room, which creates its own restriction. Pam Everhart asked if there is data on other boards that allow remote participation and whether achieving quorum or other issues have come up. Members did not know of any data, but a couple Board members mentioned that public boards they sit on allow for remote participation and there have not been any issues with participation. Juan Vega mentioned how tracking votes by roll call might affect the flow of the meeting in that it will take longer to take votes, and that should be incorporated into planning. Jeffrey McCue added that remote participation is a smart policy and it allows us to think about access for the public. Anne Broholm noted that the proposed policy does not commit the Board to holding meetings in locations that have the technological capability to allow for remote participation, and suggested that it should be a requirement that all meetings venues have this option available. Ms. Cupelo asked for a motion to adopt the policy; the motion was made, seconded by Pam Everhart, and passed unanimously.

**Workforce Development Update**

Secretary Acosta recognized the work of the Board and its committees in providing thought leadership and critical feedback on workforce initiatives, such as the workforce system rebranding, expanding apprenticeship, and system performance.

As the next phase of the branding initiative, The Executive Office of Labor and Workforce Development is looking to revitalize the MassHire Career Centers. One effort is to analyze user journeys for unemployment customers online at in career centers. This will help to inform how the state can adapt the system to improve the customer experience.

Secretary Acosta announced that 2019 will feature the first annual MassHire Awards to recognize individuals and teams that go above and beyond to live the MassHire mission, vision, and values. There will be five awards, one for each MassHire value (collaboration, respect, reliability, ingenuity), and an overall “Living MassHire” award. Every workforce area can submit one nominee per category. The MassHire Performance Committee and MassHire staff will be involved in selecting winners, who will be announced at the March 19, 2019 Board meeting. Winners will receive a cash award for their workforce organization. The MassHire awards ceremony will take place at the June 18, 2019 MassHire State Workforce Board meeting.

Secretary Acosta shared that in November the Baker-Polito Administration launched Apprenti Massachusetts, the Commonwealth’s first registered apprenticeship program for technology occupations. She provided an overview of Apprenti Massachusetts’ demand-driven approach to using apprenticeship as a means to expand and diversify the talent pipeline for tech apprenticeships. Brochures and a press release for the program were provided in the meeting packets.

The Executive Office of Labor and Workforce Development is partnering with the Federal Reserve Bank of Boston and Commonwealth Corporation to launch a project called the “Reinventing Work Initiative”, focused on engaging businesses to re-think their jobs and job design elements (scheduling, pay, career ladders, company culture, etc.) to attract talent, increase retention, and address hiring shortages. The hope is to learn new avenues for improving the lives of workers, and boost company performance.

This year the Governor, Legislature, labor and business communities reached a compromise to enact a paid family and medical leave program, to be housed under the Executive Office of Labor and Workforce Development. The program provides temporary income replacement for eligible workers who are welcoming a new baby, or experiencing serious illness or injury, and for certain military considerations. Beginning in January 2021, most workers in Massachusetts will be eligible to receive up to 12 weeks of paid family leave and 20 weeks of paid medical leave. Contributions to the program begin July 1, 2019. There is [Paid Family and Medical Leave website](https://www.mass.gov/orgs/department-of-family-and-medical-leave) for those who would like more information.

Bob LePage shared an overview of the Executive Office of Education’s [High Quality College and Career Pathway Initiative](http://www.doe.mass.edu/news/news.aspx?id=24440). Mr. LePage shared that currently 2/3 of Massachusetts employers have trouble accessing the right talent, and 70% of all jobs by 2020 will require some post-secondary education, yet 80% of Massachusetts students are not connected to career pathways. The High Quality College and Career Pathways effort is designed to expand access to career education in Massachusetts schools to ensure students have an opportunity to learn about and pursue career pathways, and acquire in-demand skills. Mr. LePage shared the various components of a High Quality Pathway, including advising, work based learning, integrated instruction, and post-secondary linkages. He also shared the different pathway designations: Early College and Innovation Pathways. The work to adopt this model has already begun, which intentional alignment with the regional planning effort, Skills Capital Grants, professional development as well as school programs being designed as a High Quality College & Career Pathway.

Joanne Berwald asked how many of the 12 schools with Pathway designation are high schools. Bob LePage responded that all of them are, either a voc tech school, or a comprehensive high school. Sue Mailman mentioned that some comprehensive schools have students go to voc tech schools for training. Joanne Pokaski commended the effort to train teachers teach IT skills. Donna Cupelo added that the need for IT talent is great. Liz Skidmore offered that the New England Regional Council of Carpenters independently changed their standards to allow for high school seniors to join the union and do their coop on site. This allows them to get closer to earning pay and benefits. Secretary Acosta added that there is a need to connect the pipeline coming from vocational schools. Juan Vega wanted to highlight that Massachusetts won a national competition by JP Morgan Chase for this work. Jennifer James added that Massachusetts won because of the presence of economic development and workforce development at the table.

**WIOA State Plan Development Discussion**

Jennifer James provided an overview of the WIOA State Plan, the goals and objectives of the current WIOA State Plan, progress made in implementing the state plan, and the emerging themes that will guide our approach for the new WIOA State Plan. Ms. James shared a proposed WIOA State Plan development framework featuring various stakeholder groups coming together to take a part in developing the state plan, with final approval going to the MassHire State Workforce Board to issue a recommendation to the Governor to adopt the WIOA State Plan.

Donna Cupelo asked for a motion to approve the WIOA State Plan development process. Juliette Mayers made the motion, it was seconded by Juan Vega, and then passed unanimously.

**Digital Innovation and Lifelong Learning**

J.D. LaRock presented on the work of the Commission on Digital Innovation and Lifelong Learning. Mr. LaRock highlighted research that provides insight into how technology and automation could affect jobs and job growth over the next decade. He shared feedback from employers on their current hiring challenges: lack of available applicants, lack of hard skills, lack of experience, lack of soft skills and workers wanting more pay than is offered. He also shared data pointing to educational institutions not meeting student needs, as measured by timely program completion, the ROI on the cost of college education, and adult learner interest in attending college. Overall, the finding suggest that there is an interest and a need for a system that provides a way for adult learners to acquire in-demand skills in a way that is accessible (flexible, affordable, employer-aligned, and offers student supports and options for diverse learners.) Mr. LaRock suggested that Massachusetts rethink the market for learners and the range of programs serving them, and establish a system for lifelong learning through expanding online and innovative postsecondary models using a competency-based education. The Commission on Digital Innovation and Lifelong learning will be issuing a report that further explores these themes and offers recommendations for the Commonwealth.

Sue Mailman suggested that the State align state resources to support this type of an approach, which is sorely needed. Mr. LaRock supported the idea, but further suggested that we do not cannibalize existing dollars to do this, but expand on existing investments to offer more ways to support a 21st century learning model. Pam Eddinger commented that the key to this approach would be change management with leaders who make up the current education ecosystem.

Donna Cupelo adjourned the meeting at 11:58 a.m.