



GREATER LOWELL WORKFORCE BOARD

Full Board Meeting

Thursday, 6/13/24

1-2:30pm (Hybrid)

Attendees: Danielle McFadden, Melissa Desroches, Lisa Hall, Luce Lopez, Stephanie Cronin, Rasy An, Charlene Jancsy, Betty McKiernan, Karen Friederick, Kevin Kelley, Nancy Ludwig, Ryan Farley, Tony Chea, Tracey Meek, Jean Tchazou, Michelle LaGrega, Beth Goguen, John Palmieri

Kevin Coughlin, Shannon Norton, Nancy Gagnon, Brian Sok, Cathy Sturtevant, Heather Donovan, Hunter Berube, Shaun McCarthy, Kennes Mor, Weslee Var, Rohan Madhukumar, Bridgette Ikaidu

I. Welcome, Call to Order (1:01pm)

Danielle began the meeting, at which a quorum was present, by approving the prior minutes from the March 14, 2024, Full Board Meeting. Stephanie Cronin motioned to approve, and Charlene Jancsy seconded – motion approved.

With gratitude and respect, Danielle announced Charlene Jancsy's decision to resign from the board. Danielle thanked Charlene for everything she has done for the Board for over a decade. Kevin Coughlin added his thanks and admiration for Charlene and for always being a wonderful resource.

II. Report of the Chair (Danielle McFadden)

1. WIOA Youth RFP Award – Vote

- In-School Youth: Motion to approve funding for Greater Lowell Technical High School in the amount of \$63,703 to serve 26 in-school students.
 - Motion by Nancy Ludwig, and Tom Raiche seconded. Motion approved.
- Out of School: Motion to approve funding Community Teamwork/Youthbuild in the amount of \$112,500 to serve 22 out-of-school youth.
 - Motion by Tracey Meek, and Tom Raiche seconded. Motion approved.
- Out of School: Motion to approve funding International Institute of Lowell in the amount of \$120,495 to serve 15 out-of-school youth.
 - Motion by Stephanie Cronin, and Tracey Meek seconded. Motion approved.

2. Career Center Certification – Motion to certify the Career Center for 3 years from July 1, 2024 – June 30, 2027

- Motion by Betty McKiernan, and Charlene Jancsy seconded. Motion approved.

III. Report of the Executive Director

- a. Workforce Board Certification – Kevin informed the board that the certification process has been completed and sent to the state. He thanked everyone for their collaboration and will have updates in September. Certification is for 2 years with an option for 3.
- b. Regional Blueprint – Kevin updated the board that the Regional Blueprint is in its final draft stage. The Blueprint is a collaboration between the Greater Lowell, Merrimack Valley and North Shore Workforce Boards and The UMass Donahue Institute. The importance of this blueprint is that all future monies or anything competitive is going to be held against what this report says.

- c. Mandatory Partners Agreement - We have 13 mandatory partners to provide wraparound services to our clients at the Career Center. The agreement is awaiting final signatures. Kevin thanked Shaun McCarthy from the Career Center for his dedicated work on the project. This agreement does not have to come back to this board for a vote, but it does require the CEO signature at City Hall.
- d. Mobile Career Center – Ribbon Cutting has been rescheduled with a new date to be determined. Kevin thanked Shannon and Heather from the Career Center and superintendent Jill Davis from Greater Lowell Technical High School for their work on the bus.
- e. 2023 MassHire Greater Lowell Annual Report – Kevin announced that the Annual Report has been revamped and will be used as a benchmark moving forward. Kevin gave a special thanks to Hunter, Kennes and Brian from the Workforce Board and Shannon and her Career Center staff for putting this report together.
- f. Communications Plan (City of Lowell, WB, & CC) – Kevin wanted everybody on the board to know that there is a heightened effort to increase visibility of the organization. Shannon and Kevin are meeting with the city manager’s staff bi-weekly to develop a plan.
- g. Pilot Project #1 - \$2 Ryde Employment Transportation Phase #1 – Completed – Kevin informed the board that the project has provided over 3,600 rides in this 1st experiment over 6 months’ time. The project was extended to include clients from the shelter, in collaboration with CTI.

IV. Connecting Activities – two new interns. Kevin introduced Rohan Madhukumar, a Freshman at UMass Lowell and Bridgette Ikaidu, a Junior at UMass Lowell.

V. Grant Management Updates

- a. The Connecting Activities Grant has moved from an allocation to a competitive application. The Workforce Board is in the process of applying for this grant. Kevin shared slides to demonstrate the success of the program. He emphasized the two goals of the program are getting students paid internships and moving beyond high schools and working in middle schools. Karen Frederick asked why Chelmsford High School had more students served than Lowell High School. Kevin assured that the Connecting Activities program increased their numbers by 101%. He also mentioned that the program is moving into five new schools this year.
- b. Donnelly Grant - We have submitted a Donnelly grant. This is for helping underserved and unemployed people in our area as well as immigrants like those that are at the ICC.
- c. Re-Entry - The results were not as successful as expected because it is a difficult population to work with. MassHire is currently finding ways to correct that and reach the best outcome
- d. Behavioral Health – We are six months into the 3-year phase - working on marketing, recruiting, and screening potential participants.

VI. Report of the Career Center, Shannon Norton

- Shannon provided updates from the Career Center that they were continuing to work with the residents at the shelter and currently have placed 114 of the 200 that have been assessing into job placements. Shannon noted that this is the highest in the state. There was a graduation at Middlesex Community College for training provided through the Career Center for health aides along with English language learning. The Career Center staff is now at the ICC 4 days a week and has presented about digital literacy and ESOL courses. Nancy let Karen know they are trying to get CTI to waive the high school diploma requirement for the 6 migrants so they can move forward with the EEC (Early Education Certificate) at Roxbury Community College. Karen thinks that EEC would have to waive it, not CTI. Shannon concluded by saying there has been an 11% increase in the number of clients coming into the center over last year.
- Cyber Security – Career Center has put forth a lot of effort into upgrading their cyber security. Their Cyber Security score from Microsoft is 95, and that is up from 27.
- Middlesex Community College Job Fair – Shaun spoke about the success of the May job fair. They had 55 employers participating and had over 500 job seekers attend. Judy Burke thanked Shannon

and her staff for the high turnout and success of the job fair. Kevin also thanked Judy and MCC for being a welcoming and safe space for the community. Shaun also mentioned an upcoming mini job fair series for residents of the ICC.

- Young Adult Career Center – Heather updated on two projects. First, they ran a subsidized work program over the summer. In May they interviewed 289 young people between the ages of 14 to 25. 165 young people have been deemed eligible and completed all their documentation paperwork. Second, they will be moving into a new location to be able to provide more programming and support for young people.

Question from Beth Goguen – Beth asked if Danielle would be continuing to serve as acting chair or if there would be an official process to elect her as chair. Danielle said they were in the process and she would not be seeking the position.

VII. Adjournment

Danielle called for the adjournment of the meeting. The meeting ended at 2:02 pm.

VIII. Next Full Board Meeting

September 19, 2024, 1- 2:30pm (hybrid)