



## **METRO NORTH REGIONAL EMPLOYMENT BOARD MEETING MINUTES**

June 19, 2013

**Present:** Charlene Bauer, Reed Brockman, Philip Bronder-Giroux, Joanna Dowling, Camille Ferrullo, William Hart, Madeline Hoffman, Susan Jepson, Danny LeBlanc, Kam Maali, Mina Reddy, Paul Richard, Larisa Schelkin, Cheryl Scott, Steven Sullivan, Steven Swanger, Tricia Tyler, Susan Walsh

**Absent:** Lisa Anderson, Kitty Bowman, Rick Conway, John Drinkwater, John Kendzior, Rose Lydon, Lisa Amaya Price, Mark Tardiff, Sandra Smith, Mike Spinale, Mary Tighe, Juan Vega, Kerry Wollner

**REB Staff:** Linda Bass, Priscilla Golding, Mike Hatfield, Kimberly Napier, Mallory St. Brice, Holly Vogel, Meelynn Wong

**Guests:** Jay Linnehan, Middlesex Community College; Anna Gosline, Blue Cross and Blue Shield of Massachusetts Foundation; Jessica Larochelle, Blue Cross and Blue Shield of Massachusetts Foundation; Randall Wilson, Jobs for the Future; Linda Rohrer, Career Source; Chris Brennan, The Career Place

### **New Member Introductions and Announcements: Joanna Dowling**

Joanna Dowling introduced new REB members Reed Brockman, Senior Structural Engineer/Coordinating Inspection Team Leader for AECOM (Wakefield), and Kambiz Maali, Program Director for The Work Force Youth Program, Cambridge Housing Authority (Cambridge). She also announced that Charlene Bauer, Senior Vice President of Community Relations and Business Development for the Metro Credit Union (Chelsea) will be joining the REB Executive Committee, and Lisa Amaya Price, Director of Talent Acquisition Programs at Biogen Idec (Cambridge), will be joining the Policy, Funding, and Oversight Committee. If anyone is interested in joining a committee or an industry group, contact Linda at [lbass@mnreb.org](mailto:lbass@mnreb.org).

The FY'14 REB quarterly meeting dates were distributed at the meeting and are now available on the REB's online calendar: [www.mnreb.org](http://www.mnreb.org).

An up-to-date REB Membership List was also distributed. If you would like to make changes to your contact information, contact Holly at [hvogel@mnreb.org](mailto:hvogel@mnreb.org).

Joanna also mentioned that in the interest of time, committee chairs will only be taking questions or comments on the committee reports in the packets, with some exceptions.

**Review of March 2013 Minutes: Joanna Dowling**

Joanna requested a motion to approve the minutes of the March 2013 REB meeting. The motion was moved and seconded, and the minutes of the March 2013 REB meeting were approved as presented.

**Policy, Funding and Oversight Committee Report: Susan Walsh**

Sue explained that REB is responsible for producing an annual plan for the state, which is typically discussed and approved by the PFO Committee. The first component of the plan is due on July 10. Sue therefore requested a motion to allow the PFO committee to approve the REB Annual Plan on behalf of the full board. The motion was moved and seconded, and the motion to allow the PFO committee to approve the REB Annual Plan was approved as presented.

**Career Center Committee: Susan Jepson**

Susan reminded members that the Career Center Committee Report is included in the packet of meeting materials. There were no questions or comments.

**Youth Council Report: Joanna Dowling on behalf of Reed Brockman**

Joanna reminded members that the Youth Council Report is included in the packet of meeting materials. There were no questions or comments.

**Industry/Occupational Partnerships: Linda Bass**

Linda asked if there were any questions or comments. Sue Walsh replied by commending Linda on the work that she is doing with her staff in this area.

**Election of Chair and Vice Chair: Sue Walsh**

Sue requested a motion to nominate Joanna Dowling as REB Chair and for Paul Richard as REB Vice-Chair. The motion was moved and seconded, and the board elected Joanna Dowling to continue in her role as REB Chair and Paul Richard to continue in his role as REB Vice-Chair.

**Proposed Changes to the REB Bylaws: Sue Walsh**

Sue referred to the document "Proposed Changes to the REB Bylaws" in the meeting packets, and explained that the language in the bylaws needs to be consistent with current REB practices. She then explained the proposed three changes prior to requesting that members vote on these changes:

1. The first change relates to the number of terms a REB member may serve on the board. *“Members shall hold office for three (3) staggered terms....unless additional three (3) year terms are approved by a majority of the board of directors.”*
2. The second change relates to how we meet the requirements of the public meeting law, with regard to notifying our members and chief elected officials of our meetings. We are adding language to reflect our current practice of notifying local officials that information about the board’s activities will be posted on the REB website.
3. The third change relates to conflict of interest. We have learned that members of the REB are required to follow the State Ethics Law for municipal employees. Historically, members have only had to sign off indicating that they understand the Conflict of Interest requirements. We have recently learned that all members of the Board are required to participate in on-line conflict of interest training. Linda is conducting research to help determine how that will be operationalized and will get back to members with the specifics – but we are required to have this in our bylaws.

Linda said that these changes are necessary for the REB to be in compliance on a number of issues in preparation for the WIB Certification process.

Sue then asked if all were in favor to approve the proposed changes to the bylaws. All 18 members present voted in favor; none were opposed.

#### **Farewell to Steven Swanger: Linda Bass**

Linda then announced that this was Steve Swanger’s last meeting, as he will soon be retiring. Steve has been a member of the REB for over 12 years, and has been actively involved in a wide range of REB activities, particularly the Career Center Committee, where Linda said, “He was an intelligent and thoughtful participant, and helped make some critical decisions.” Linda then presented Steve with a gift on behalf of the board. Other members then also spoke about Steve’s leadership and contributions over the years.

#### **Financial Update: Linda Bass**

In an email that Linda sent to REB members prior to the meeting, she indicated that the June meeting would include a review of a Revenue Plan, in support of our recently developed Strategic Plan. Since that time, however, she received a draft policy issuance from the state regarding a WIB Certification package, where the state laid out criteria for the contents of the strategic and revenue plans. It would thus be premature to develop a revenue plan that we might have to change the road. Depending on when the package is due, the plan can either be discussed the September meeting, or, if the due date is earlier, with REB approval, the Executive Committee can review the plan in preparation for the submission of the WIB certification package.

Linda then provided a quick update on the REB’s financial situation. [Here is a summary:](#)

The financial hits to the Metro North region have been greater than expected, and we will be losing \$1M for FY'14. Although we are working on developing other revenue sources to compensate for our losses, the funding situation continues to be volatile. This past week, the REB learned that we will be losing \$50K from a funding source that has been stable for many years. In the PFO committee, we did some work to help cushion the blow to the career centers, and, to some extent, the REB, by shifting some money out of training into the career center category. The region has been receiving close to \$1M every year from the career center state line item funding source. This is being redistributed statewide, but we were able to argue for a 85% hold harmless clause that limited our reduction to \$130K this year vs. the potential \$400K loss we might have experienced. The career centers are still operating with several hundred thousand dollars less than they had last year.

The REB is starting the year with a \$50K deficit that we are hoping we can develop resources to compensate. The Executive Committee is going to review the status of our resources mid-year. We are getting some funding for the consortium that we developed – the Northeast Advanced Manufacturing Consortium (but we have been asked not to announce this yet), which also includes some funding for career centers. We received a \$10K grant called AMP it Up! for marketing manufacturing careers to youth. We received \$4K for a STEM initiative, and were recently notified that we were given a \$10K unrestricted grant from the Eastern Bank Charitable Foundation. We have also been working on developing other resources. We are working to become an Employment Network under the Ticket to Work program (for people with disabilities), which should bring in additional revenue. We are part of a statewide submission for a National Emergency Grant from the federal government, which would provide additional training resources. We are also participating in a proposal with Triangle for funding for services with people with disabilities. Our staff have been participating in one Working Cities Challenge Community (in Revere) so far (we have five communities that are eligible under this program.) We are also trying to secure funds to support staff for the employer outreach for the Northeast Advanced Manufacturing Consortium. In addition, we are waiting to hear about the status of the YouthWorks funds; we are hoping it will be funded at \$10M in the supplemental budget. YouthWorks is also build into the FY'14 state budget to support YouthWorks for next summer – we need both of those budget items to be funded. The problem is the timing – we need to know what those resources are now so we can implement this summer's youth employment program.

#### **Guest Speaker Introductions: Linda Bass**

Linda explained that one of the reasons why today's meeting is focused on healthcare (in addition to its designation as a priority industry in Metro North) is because the REB has an upcoming opportunity to apply for the Healthcare Workforce Transformation Fund, with an RFP likely to be issued in the coming months.

The Metro North Healthcare Partnership has been focusing discussions on the impact of health reform with regard to growth in various areas of the healthcare industry, as well as how this growth may impact occupations. We have invited our speakers here today so we can continue to learn and discuss where things are headed in healthcare, to ensure that we are prepared to respond effectively through developing new training opportunities in our region.

The first speakers are: Anna Gosline, Director of Policy and Research, and Jessica Larochelle, Director of Evaluation and Strategic Initiatives, at Blue Cross Blue Shield of Massachusetts Foundation. Anna and Jessica spoke at the most recent Healthcare Partnership meeting. Following their presentation, Randy Wilson, Senior Project Manager for Jobs for the Future, will talk about some of his national research on the impact of healthcare reform.

**Presentation on Healthcare Reform in Massachusetts: Anna Gosline and Jessica Larochelle, Blue Cross Blue Shield of Massachusetts Foundation**

Anna and Jessica presented a talk entitled “Payment Reform in Massachusetts: Impacts and Opportunities for the Health Care Workforce.” Their presentation focused on how payment reform is driving delivery system changes, and consequently significantly affecting the workforce. The payment system is shifting away from fee-for-service models to more aggregated, bundled and global payments (each person is allotted an annual budget). This affects the incentives and delivery systems will need to thrive under these models. These changes, along with other provisions of state and national reform laws, will impact the demand for health care professionals, both the number and the type. (If you would like to receive an electronic version of this presentation, please email Holly at [hvogel@mnreb.org](mailto:hvogel@mnreb.org).)

**Presentation on CareerSTAT: Randy Wilson, Jobs for the Future**

Randy’s talk, entitled “The Workforce Implications of the Affordable Care Act: Research In Progress,” focused on the work of CareerSTAT, an initiative that is led by Jobs for the Future and the National Fund for Workforce Solutions, and involves a network of healthcare provider organizations. CareerSTAT has been established to “document and endorse the business case for investments in frontline hospital workers and to establish an employer-led advocacy council to promote investments that yielded strong skill development and career outcomes for low wage, frontline hospital workers.” (If you would like to receive an electronic version of this presentation, please email Holly at [hvogel@mnreb.org](mailto:hvogel@mnreb.org).)

**Career Source Tour: Linda Rohrer**

Following the presentations, REB members were given an opportunity to tour Career Source.

**Post-presentation Discussion**

Remaining members and guests then participated in a lively discussion with the speakers regarding healthcare reform and its implications for workforce development efforts.

There being no other business, the meeting was adjourned.

**The next REB meeting will be held on Wednesday, September 18, 2013.**