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**-Workforce Investment Board Special Meeting Minutes
March 24, 2009
Hartford Transit District Multi-Purpose Room
One Union Place, Hartford**

Attendees: John Boyd Anita Cardella,, Steve Cassano, Rich Cohen,, Ken Flanagan, Elliot Ginsberg, , Kim Hostetler, Jason Howey, Clarke King, Mark Leahy, Rich Mullins, Rod Powell,, Bill Putt, Jonathan Richmond, Fernando Rosa, John Shemo, John Simoneau, Charles Smith, and Carl Stephani

Staff: Thomas Phillips, Alex Johnson, Pam Nabors, Danielle Bradley, Jim Boucher, Julie Watson and Suzanne Dutilly

Facilitator: Lauren Gaunt, Northeast Utilities

Tom Phillips outlined the American Reinvestment and Recovery Act (ARRA) indicating that Congress's intent was that this funding stimulates job creation. He said the money needs to be spent quickly and wisely as dictated by Congress and management will work with the One Stop Services Committee to finalize the spending plan, based on board member input for final action at the April 30 meeting. He outlined the goals of the meeting as:

- Insure the board understands, agrees and supports the proposed AARA budget and implementation plan
- Have the board provide guidance to management towards the development of a strategic framework that will help CWP determine how we are going to take advantage of other related workforce funding opportunities under AARA
- Determine how CWP is going to define short and long term success in regards to the AARA initiative

He added CWP has three overarching themes:

1. How are we going to leverage this opportunity to place unemployed job seeker customers in our system in the short-term jobs that are being created as a result of the act? For example we know there are going to be significant infrastructure and weatherization jobs created right away. What are we going to do as a board to ensure we can move people into those jobs?
2. We think there is a need to look at an intermediate term training strategy for jobs that will become available as the recession eases and we need to be ready to respond to those demands.
3. Determine the strategies that will sustain selected workforce development priorities that can be supported longer-term. What are the priorities we want to focus on after the ARRA money has been spent?

Both the One-Stop and Future Workforce Committees have met and the first document in the packet reflects their discussion. Tom noted the discussion will focus on the four Policy Impacts on page three. The second document focuses on AARA Opportunities and other workforce related opportunities CWP might want to focus on as a board.

Tom added we will distribute information from tonight's meeting to all board members for further comments and the plan and budget will be presented to the board at the April 30 meeting for

final discussion and approval. In the meantime, board members are encouraged to contact Tom at 522-1111, Ext. 212 or tphillips@capitalworkforce.org with suggestions.

Rod Powell asked if CWP would be better off spending dollars to develop an inventory of all the industries and all their requirements for jobs that need to be filled. He said the board can't really make a decision on training if they do not know where the need will be. Jason Howey said he agreed with Rod and added ARRA is huge, will be a major impact on the organization, and in reality, CWP is not going to be able to do everything. He said in terms of the jobs, CWP already has a breakdown of where the jobs will be. He suggested the management team start with that, look at the AARA opportunities, and determine which jobs CWP has the right contacts and skill sets to develop. He cautioned CWP is not going to do them all especially in the time period that is allowed. He added that CWP should pick three to four areas and do those very, very well instead of trying to be all things to all people.

Elliot Ginsberg said the question is going to be about deciding how many jobs people got. You know that the jobs in weatherization are needed and so are jobs in construction. He reminded those at the meeting that this is not a lot of money and we ought not to lose sight of the fact that we can integrate it with a lot of other things that are ongoing such as putting more money into ITAs and help those we couldn't afford to help before. He added that the 72-month extended unemployment provides people with money they can use when they're in school. He cautioned the board should not get caught up thinking that the stimulus is the answer to all problems, because it isn't. He suggested asking where CWP can we make the biggest impact for those people who need jobs, and added there will be a lot of jobs in weatherization and construction, not necessarily in manufacturing.

Lauren asked the board members what CWP's priorities should be. The five listed are:

- A Short-term training
- B Long-term training
- C Partnering with federal, state and local organizations
- D Technology that would enhance the One-Stop System
- E Integrating Career Competencies into secondary education

The members were asked to rank ABCDE with number one being the lowest priority and five being the highest priority for the stimulus funds. Carl Stephanie requested dollar amounts for A through E and said he could not rank them because he did not have that information. Tom Phillips noted that most of the votes were for short-term and long-term training

Rich Cohen indicated Tom and staff needed the board's input that the direction they intend to go is a good one. He added as it develops the board needs to know where we stand and how we are doing. We may need to have another meeting. He said the board needs to get used to the fact that they are trying to give strategic input and less operational input on a day-to-day basis. He added that we made some progress and got down the road a little bit, but said we need another meeting so we can provide better feedback next time.

Bill Putt said historically we have been training people three to five months but then we can't find them jobs. He added that was why he thought long-term training has a place.

Steve Cassano said for Tom's and the staff's sake we're going to need another meeting. He added the board owed Tom and staff support and cautioned it will be getting complicated in the next 30 to 60 days.

Tom Phillips said we are moving quickly because we have to and cited summer jobs and weatherization for example. He said we have to sort out after this meeting what the board can

do to help us in the direction we're heading. There are some areas where we have a little more time to decide and the board can help us in those areas.

Elliot Ginsberg said the board understands summer youth and weatherization have to get done immediately. He added that CWP has to be a player and has no choice because it receives federal funding. He said CWP has to figure out what's going on in construction because those too are long-term jobs. He asked where we are a player and said we should pull those off the top of what you've got and you're left with a number. He said he wants management to come back with a plan on what we can do with the remaining dollars long-term. What are the long-term opportunities and the leverage you've already got, he asked.

Elliot summarized, summer jobs are right, weatherization is right and the transportation jobs in terms of the Jobs Funnel are right.

The following is a list of board member comments for opportunities for expansion:

- College training-develop new recruits to be police officers
- Invest in companies' growth/new markets, incumbent workers and FWIS youth
- There may be Healthcare IT funds coming though it will require application by the state to create the loan programs with federal matching funds of 4:1. Even if there isn't an immediate need for healthcare (which there likely will be), there will CLEARLY be a huge need when this recession breaks.
- Additional manufacturing funding, entry level and above, theory & hands on
- Entrepreneurial training is important but not a priority
- On-line medical records-train people to design, install networks, program and use on the job in healthcare settings
- Green Jobs
- Teacher training for what appears to be a huge shortage, Voc Tech, Community College, construction jobs training-highways and bridges
- Manufacturing job retraining, 55+year old programs, semi-skilled worker basic skills upgrade
- Tapping into any of the grant programs for developing manufacturing/Green Jobs and Allied Health/LPN Programs
- Depends on performance metrics, but use some funding to enhance current CWP infrastructure for the future if possible
- High School Academies/Allied Health in New Britain and Manufacturing Programs like Asnuntuck and other community colleges such as Tunxis and Naugatuck Valley

The meeting was adjourned at 6:20pm