

Greater New Bedford Workforce Investment Board, Inc.
Finance and Performance Measurement Committee
01/27/10
Fairhaven MIS Conference Room

Finance and Performance Measurement Committee members present: Chair Peter J. Muise, WIB Chair David DeJesus, John Fernandes Maria Pinarreta Joseph Notini

Finance and Performance Measurement Committee members absent: Co-Chair David Cabral (sent proxy vote to Chair); Edward J. Dennehy (gave proxy vote to Brenda Francis); Bruce Morel (called); James Snow, Charles Simpson Jr. (sent proxy vote to Chair)

Others in attendance: Len Coriaty, Steven Grant, Craig Baker, Norm Audette, Brenda Francis, Richard Mello

QUORUM PRESENT

Chair Peter Muise began the meeting at 3:12 pm.

Consent Agenda:

VOTE: John Fernandes moved to approve the 12/2/09 meeting minutes, Dave DeJesus seconded and all were in favor.

VOTE: John Fernandes moved to approve the Treasurer's Report (through 12/31/09). Maria Pinarreta seconded and all were in favor.

Finance Report

Steve Grant distributed the spending report (Report of Financials 12/31/09) by funding stream and in total. He reviewed the major variances by category. Salary variance was attributed to full payment of ARRA temporary summer salaries, which exceeded budget due to extensions at summer worksites. Marketing is also well under budget though \$3,000 was paid out to Medium Studio. He added that we are looking at supporting Connecting Activities with some funds originally allocated for consultants and other fees.

Mr. Grant said that we are ready to submit a request to access \$153K in additional ARRA funds for training only. In addition, there is an application in for Rapid Response set-aside funds that would provide Alliant people with another \$50K in skills training and \$200K for adult education.

He explained that group training is just starting to get underway, and that we should see these amounts spent down more quickly as they get going.

He also explained that we are forward funding more than in the past, as some funders are not getting the funds to us as quickly. Chair Muise asked what the risk was in this. Mr. Grant explained that it is rare, as these are all contracted with the government. Len Coriaty said that we are fortunate to be able to forward fund because sometimes the local areas are left in the lurch. We have seen rescissions, but this is different. It is contractual.

Career Center Operations Report

Brenda Francis (for Ed Dennehy) referred the committee to the New Directions Operations Report Update stating that the career center is overwhelmed. The RES program has allowed customers to receive triage that drives them to use the services more often and more quickly. She said Adult ITA funds were not spent down as of the report. Mr. Coriaty did explain that the additional ITA funds we are applying for are part of a \$2.8M pool at the state and that the Mayor was also requesting more. If other regions do not utilize their portion, the hope is to tap even more funds. A region can only use the funds if they've exhausted all of their other training funds. He explained that Greater New Bedford already has 100 more people in the queue that need training. Joe Notini suggested to push even harder for the money. Mr. Coriaty said we are, by having the Mayor request it.

Ms. Francis explained that the GED program was moving forward and the Literacy/Construction program just launched. She said it was challenging to find customers and that they needed clearer marketing materials for the program.

Regarding the Brownfields training, Chair Muise asked if OSHA-40 is going to be required to do Brownfields work. Brenda said she'd ask Ed to follow-up with an answer to the committee. According to a Globe article circulated by Chair Muise that cited the EPA, Craig Baker explained that lead paint removal was going to be required of all contractors soon.

John Fernandes asked if there were any improvements in job placements. Not yet explained Ms. Francis, though they are hopeful that the training will be fruitful as jobs open up.

Chair Muise said he was surprised to see so many customer satisfaction surveys near 100%. In a time where people are upset and losing their jobs, he said it just doesn't seem right. There's no bell curve. Ms. Francis explained that only those willing to fill out a survey (and those that have received a service) are surveyed. It does not include those just coming into the center. Chair Muise expressed concern that the results are slanted, saying that if the results are always excellent, then what is there to learn? Why bother? He said they should show what you can do better. Ms. Francis said that the state also does surveys of many folks and that data is available at year end.

Monitoring Report

Craig Baker highlighted the monitoring report explaining there were no major issues. Chair Muise did note that one of the reentry partners was mentioned in the report as having an issue. Mr. Baker explained that this was a personnel issue we were trying to correct and that overall program numbers seemed to be on track. Mr. Notini added that these are operational issues that stem beyond the grant. Mr. Baker added that he will update the committee on any interim progress made on the matter.

Charter Rewrite

Mr. Baker explained that the charter draft would be available Friday and that it was going to be reviewed by the New Directions Southcoast, Inc. Board on February 11, 2010. Any working group members that wish to further comment are still welcome. He said the hope is to have this approved at the next quarterly meeting. Mr. Notini asked that as a partner (DCS), that he have a copy to give to the state to review. Mr. Baker said he'd send him one.

Scorecard

Chair Muise explained that the scorecard was pretty self-explanatory and asked if there were any questions.

HPB Discussion

Mr. Baker reviewed the draft High Performing Board narrative answers to the state's questions. He highlighted Strategic Plan item 3(d) as being too broad and that for the purposes of looking at a 3-5 year plan, it is not realistic. John Fernandes suggested breaking it up into doable bites. Mr. Coriaty added that the Department of Revenue is doing much of this with wage record reporting, and though we are working toward it, we do not yet have access to the specific data we need. Chair Muise suggested it be removed from this narrative, but rewritten and added into the strategic plan at a future date.

Mr. Baker pointed out that the WIB does not really have a statement about how it qualitatively measures itself. Mr. Coriaty said that likely rests with the Executive Committee. WIB Chair DeJesus asked that a draft be sent to the Executive Committee around how the board is self-examining and self-evaluating.

Mr. Baker asked the group to review and comment on the Priority Populations and Industries draft chart. He explained that this chart was intended to be used to support many of the concerns the state has about how the WIB aligns itself with the needs of the community, and how the WIB responds to finding the resources it needs to fill the recognized gaps, and achieve its goals.

Chair Muise suggested adding "source of funds", for example, what are we looking at for prospective funding sources? What are the action steps for getting there?

WIB Chair DeJesus clarified that this chart was not the WIB's scorecard, but that it is useful and should be given an appropriate title. He also said that "impact to date" should be dated. He also offered to double back and provide some healthcare data for the chart. Chair Muise agreed that the chart looked good. Mr. Fernandes and Maria Pinarreta agreed that the chart should be updated quarterly.

Mr. Coriaty suggested tying the chart in with the overall revenue development plan of the WIB. Mr. Fernandes said that a development plan is on-going, and these goals are put onto a timeline. He added that a development plan is much bigger than just the goals on this chart. Chair Muise said to proceed and see if and when it can be incorporated.

VOTE: John Fernandes motioned to proceed with the development and submission (when ready) of the HPB response questions to the state. Maria Pinarreta seconded the motion. All were in favor.

Meeting adjourned at 4:40pm.

Respectfully submitted,

Craig Baker, COO