

Performance and Oversight Committee

Minutes of February 5, 2020, 2019

Full audio recording available.

Attendance will be provided upon request.

Meeting called to order by Chair R. Melbourne at 8:13

Vote on minutes of the January 9, 2019 meeting. Ron Melbourne made the motion to approve, and Paul Correia seconded the motion.

Agenda Item – Committee reviewed and discussion of updates for:

- **BSU strategic plans update & CC performance reports** — James Daniels stated that the plans were moving forward and asked for additional time as they were working on changes in staff. James noted both he and Beth Costa were in the process of looking for additional hires to the staff. Ron Melbourne asked that they plan on closing these items at the next meeting.
- **CC surveys** – They still were having issue getting responses from employers on their surveys and only 8 employer surveys had come in. James thought the surveys for job seekers were almost at a quantifiable number. Ron Melbourne asked that this be closed by the next meeting.
- **Agenda Item** – FY 2020 Career Center Performance Reports Quarter Ending September 30, 2019 (<https://www.mass.gov/service-details/massworkforce-wioa-performance-information-issuances>) – D. Meggison presented the CC performance reports from the Department of Career Services. These reports presented 1st quarter data up to September 30, 2019 for actual goals vs plan. The 2nd quarter reports are not available yet. She noted that since we were already now approaching the 3rd quarter the data was a bit dated but allowed for comparison against the state and other boards' performances. Deb also noted the monthly reports from Beth Costa are more accurate and provided more recent data for planning. The group reviewed the report relating employers and job seekers. The first report was overall state performance and the data on individual career centers were on separate tabs. The group reviewed the report relating employers and job seekers. For "Total Employers Served" GNB CC's goal vs actual was at about 46% for the first quarter FY20. The group compared the results with other boards, but found that it was difficult to do because of the differences in area make up with some regions having 2 or 3 career centers. Julie Rodriques suggested looking at Bristol for comparisons but dividing them by three since they operate 3 career centers.

The group then looked at the job seekers tab. This reflects job seekers who have been permanently let go who are required to visit the career center as a mandatory component for receiving employment. Temporary layoff does not require job seekers to participate in the career center.

Youth was the biggest focus for the career center due to Youth Performance letter sent by the state in December. Andrea explained that they were currently working on the performance plan sent to and agreed to by the state. The report reflected that the Youth plan now at 40% of plan as of the first quarter.

Agenda Item — Future Meetings @ Quest Center – reviewed

Other Business

- Ron asked Julie Rodriques if she had anything to report. Julie noted she was preparing for a number of different auditors scheduled during February and March.
- Next meeting at the @ Quest Center will be on Wednesday, March 4, 2020

Meeting adjourned at 8:56