

City of Somerville, Massachusetts
Job Creation and Retention Trust

Trustees

Thomas Bent
Vickie Choitz
Lisa Cook
Silvana Dinka
Thomas Galligani
Anika Van Eaton
Rand Wilson
Josh Grehan
Jesse Clingan

Minutes

Somerville Job Creation and Retention Trust
Tuesday, January 14, 2019, at 6:00PM
3rd Floor Conference Room, Somerville City Hall

In attendance: Vickie Choitz, Anika Van Eaton, Thomas Bent, Rand Wilson, Lisa Cook, Thomas Galligani, Jesse Clingan

Staff Present: Ben Sommer

Meeting began at 6:10pm

1. Approval of November 12th and December 18th minutes
 - November 12: Motion to approve made by Thomas Galligani, seconded by Thomas Bent. Minutes were unanimously approved
 - December 18th: Motion to approve by Thomas Bent, seconded by Thomas Galligani. Minutes were unanimously approved.
2. Discuss proposal for finishing review and voting on initial investments.
 - This item was taken out of order and discussed after item 3.
 - Vicky Choitz discussed the suggested voting process for establishing the board's initial priority investments and described "borda" voting method (**see Appendix A**). There was a question on whether a majority vote was required. Ben Sommer noted that a majority vote of the present quorum was required for setting investment priorities, not a two-thirds of entire board as will be required for actual funding decisions to come.
3. Review and discuss priority investment ideas identified by the board and public forum input
 - Vicky Choitz explained the initial investment ideas draft document and the group reviewed. Thomas Bent asked how the upcoming business forum sponsored by the Somerville Chamber of Commerce would fit into this document. Feedback from the business forum will be included in subsequent drafts and discussed at the next meeting of the board prior to a vote on initial ideas for investment.

- Rapid Response: Vicky Choitz commented that she envisioned a short consultant project. Thomas Bent asked if a consultant would apply or if the City would apply. The group agreed that we would assess that question once we see the proposals.
- The board reviewed the job description for the proposed new City staff person to help coordinate and manage workforce development in Somerville. Rand Wilson asked about the tracking of local hire data. Anika Van Eaton asked if we could remove “Master’s Degree preferred”, noting that she did not believe a Masters Degree was necessary for the job duties. Anika also suggested changing the title from “assistant” to “coordinator” or “analyst” to make the position more reflective of the work it entails. Vicky suggested adding a bullet point on coordinating regular meetings between and among education/training providers and employers.
- Lisa Cook described DESE requirements in ESOL education. The board agreed to expand the investment idea on contextualized English Language Education to include adult education (basic academic skills), too.
- The group further discussed the two gap funding proposals from SPS/BHCC. Anika Van Eaton reviewed community college completion data from the US Department of Education and initial descriptive measures from the Success Boston coaching program, which one of the SPS/BHCC proposals is based on (see **Appendix B**). She shared that results from an evaluation of Boston’s Tuition-free Community College program by Dr. Alicia Sasser-Modestino will be released in a few months. The results from an impact evaluation of Success Boston coaching will be published later in 2020 or 2021. Anika suggested waiting until we see more evaluation data from the Tuition Free Community College research to inform our decisions. Lisa Cook suggested that Somerville students may be different than Boston students, questioning the transferability of the outcomes. Vicky Choitz commented that a cohort model, as in the second SPS/BHCC proposed program (gap year) is successful in other similar programs for underserved students.

4. Adjournment

- Motion to adjourn made by Thomas Bent, seconded by Anika Van Eaton. Meeting was adjourned at 7:46pm.

Appendix A

Proposed voting process to prioritize Jobs Trust initial investments

- Describe at 01/14/20 meeting
- Implement at 01/28/20 meeting

Blank ballot:

Jobs Trust Board Initial Investment Ideas	<i>Indicate which idea is your 1st choice, 2nd, etc. Do not mark more than one X in any row.</i>								
	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th	9 th
A. Wage Theft/Worker Rights and Responsibilities Training and + HR and Job Quality Training for Small Businesses									
B. Coordination and Data Collection Staff Position									
C. SPS-BHCC proposal for Pell Grant gap funding + college counseling									
D. SPS-BHCC proposal to provide one year of pre-college courses and coaching for SHS graduates not going directly to college									
E. Rapid Response Strategy planning grant									
F. Industry- Specific Training Program									
G. Contextualized Training for English Learners									
H. Professional Development for Adult Education Teachers and Workforce Professionals									
I. Career Navigation Resources									

Example vote with 3 board members:

Jobs Trust Board Initial Investment Ideas	<i>Indicate which idea is your 1st choice, 2nd, etc. Do not mark more than one X in any row.</i>								
X BOARD MEMBER	1 st 9 pts	2 nd 8 pts	3 rd 7 pts	4 th 6 pts	5 th 5 pts	6 th 4 pts	7 th 3 pts	8 th 2 pts	9 th 1 pts
A. Wage Theft/Worker Rights and Responsibilities Training and + HR and Job Quality Training for Small Businesses			X						
B. Coordination and Data Collection Staff Position	X								
C. SPS-BHCC proposal for Pell Grant gap funding + college counseling									X
D. SPS-BHCC proposal to provide one year of pre-college courses and coaching for SHS graduates not going directly to college								X	
E. Rapid Response Strategy planning grant		X							
F. Industry- Specific Training Program						X			
G. Contextualized Training for English Learners							X		
H. Professional Development for Adult Education Teachers and Workforce Professionals				X					
I. Career Navigation Resources					X				

Jobs Trust Board Initial Investment Ideas	<i>Indicate which idea is your 1st choice, 2nd, etc. Do not mark more than one X in any row.</i>								
Y BOARD MEMBER	1 st 9 pts	2 nd 8 pts	3 rd 7 pts	4 th 6 pts	5 th 5 pts	6 th 4 pts	7 th 3 pts	8 th 2 pts	9 th 1 pts
A. Wage Theft/Worker Rights and Responsibilities Training and + HR and Job Quality Training for Small Businesses	X								
B. Coordination and Data Collection Staff Position		X							
C. SPS-BHCC proposal for Pell Grant gap funding + college counseling									X
D. SPS-BHCC proposal to provide one year of pre-college courses and coaching for SHS graduates not going directly to college								X	
E. Rapid Response Strategy planning grant			X						
F. Industry- Specific Training Program				X					

G. Contextualized Training for English Learners					X				
H. Professional Development for Adult Education Teachers and Workforce Professionals						X			
I. Career Navigation Resources						X			

Jobs Trust Board Initial Investment Ideas	Indicate which idea is your 1st choice, 2nd, etc. Do not mark more than one X in any row.								
Z BOARD MEMBER	1 st 9 pts	2 nd 8 pts	3 rd 7 pts	4 th 6 pts	5 th 5 pts	6 th 4 pts	7 th 3 pts	8 th 2 pts	9 th 1 pts
A. Wage Theft/Worker Rights and Responsibilities Training and + HR and Job Quality Training for Small Businesses									X
B. Coordination and Data Collection Staff Position	X								
C. SPS-BHCC proposal for Pell Grant gap funding + college counseling						X			
D. SPS-BHCC proposal to provide one year of pre-college courses and coaching for SHS graduates not going directly to college							X		
E. Rapid Response Strategy planning grant			X						
F. Industry- Specific Training Program		X							
G. Contextualized Training for English Learners								X	
H. Professional Development for Adult Education Teachers and Workforce Professionals					X				
I. Career Navigation Resources				X					

Tally the votes:

Jobs Trust Board Initial Investment Ideas		
TALLY	Total points	Priority ranking for investment
A. Wage Theft/Worker Rights and Responsibilities Training and + HR and Job Quality Training for Small Businesses	7+9+1 = 17	#4
B. Coordination and Data Collection Staff Position	9+8+9 = 26	#1
C. SPS-BHCC proposal for Pell Grant gap funding + college counseling	1+1+4 = 6	#9
D. SPS-BHCC proposal to provide one year of pre-college courses and coaching for SHS graduates not going directly to college	2+2+3 = 7	#8
E. Rapid Response Strategy planning grant	8+7+7 = 22	#2
F. Industry- Specific Training Program	4+6+8 = 18	#3
G. Contextualized Training for English Learners	3+5+2 = 10	#7
H. Professional Development for Adult Education Teachers and Workforce Professionals	6+4+5 = 15	Tied for #5; board vote to break tie
I. Career Navigation Resources	5+4+6 = 15	Tied for #5; board vote to break tie

Results of the vote:

Ranking	Investment idea	# total points
#1	Coordination and Data Collection Staff Position	26
#2	Rapid Response Strategy planning grant	22
#3	Industry- Specific Training Program	18
#4	Wage Theft/Worker Rights and Responsibilities Training and + HR and Job Quality Training for Small Businesses	17
#5	Need to break tie; forthcoming after vote	15
#6	Need to break tie; forthcoming after vote	15
#7	Contextualized Training for English Learners	10
#8	SPS-BHCC proposal to provide one year of pre-college courses and coaching for SHS graduates not going directly to college	7
#9	SPS-BHCC proposal for Pell Grant gap funding + college counseling	6

Follow-up after tallying and presenting the results of the vote:

1. Board votes on the Results table to ensure a majority agrees to this priority order of investments.
2. Beginning with the #1 ranked item, assign a dollar amount if possible (or a cap). Either at this point or after more details have been worked out in an RFP, Board votes to approve issuing the specific spending opportunity. Some Board members may need to abstain from some votes (i.e., Tom G. from the new staff position? Lisa from the SPS ideas?)
3. Move to the #2 ranked item. Assign dollar amount if possible (or a cap). Continue this process until the board has reached a total spending amount for this period of time it is comfortable with. Can we cover all this in one meeting on 01/28/20?
4. Once we have agreed to our list of investment/spending priorities for this period of time, we should make an announcement to the public.
5. For the items that do not make the spending cut at this time, we need to decide:
 - Do we stick with this prioritize list and continue to fund everything over time until we get to the end of the list? Then, create a new spending priority list. OR
 - Do we consider new ideas for investment, in combination with the unfunded ideas on the Results table, and make a new list?
6. With this process, we can at least get started on funding some investment priorities!

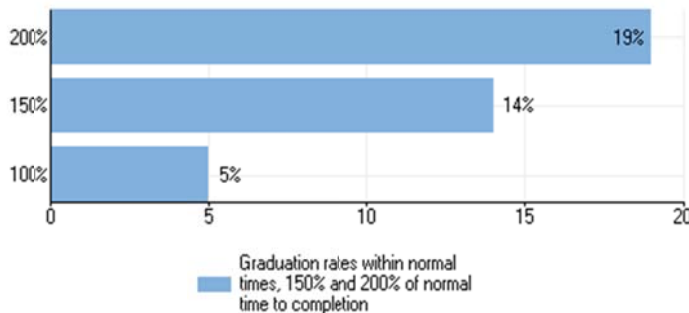
Appendix B

College completion resources

1/14/2020

Bunker Hill Community College Completion Rates

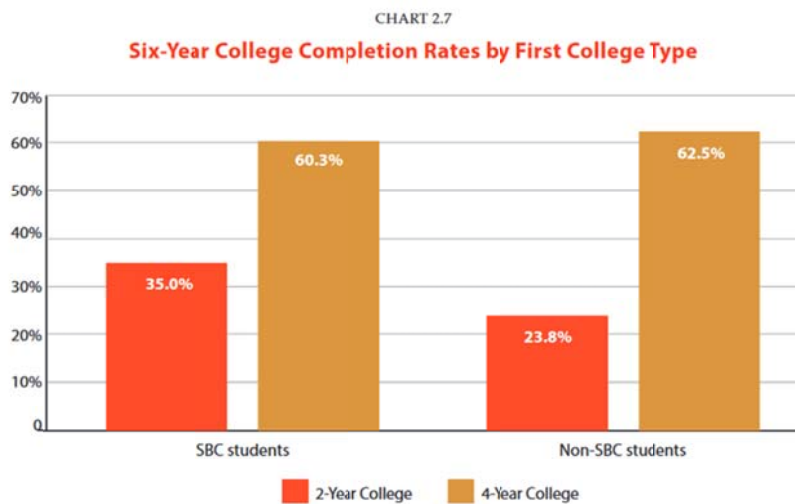
Graduation rates of full-time, first-time, degree/certificate-seeking undergraduates within normal time, and 150% and 200% of normal time to completion: 2014 cohort



Note: 100% of time means completing a degree within two years from first enrolling.

Source: [US Department of Education, IPEDS](#)

Descriptive analysis: 6-year completion rates of Boston Public Schools Class of 2009 graduates working with a Success Boston coach compared to those without a coach



SOURCE: Boston Public Schools (BPS) student data; National Student Clearinghouse (NSC) data
Notes: First college type refers to the college type in which students initially enrolled. Students enrolled in the first year or by July 1, 2010 are included.

Source: *Reaching for the Cap and Gown: Progress Toward Success Boston's College Completion Goals for Graduates of the Boston Public Schools* (2016)

Pending research

Boston's tuition-free community college program

Boston's Tuition-Free Community College Plan (managed by the Boston Mayor's Office of Workforce Development) has been evaluated by Dr. Alicia Sasser Modestino, Associate Professor of Public Policy and Urban Affairs and Economics; Associate Director, Dukakis Center, Northeastern University. A report will be released in the next few months.

Apt Associates' impact evaluation of Success Boston coaching

Interim report: released 2019. Final report to be released in 2020.