

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, February 25, 2019, at 6:00PM
Classroom 120B
Tufts Administrative Building, 167 Holland St.

In attendance: Vickie Choitz, Anika Van Eaton, Thomas Bent, Rand Wilson, Lisa Cook, Thomas Galligani, Silvana Dinka, Josh Grehan

Staff Present: Ben Sommer

Meeting began at 6:09pm

1. Approval of January 10th meeting minutes
 - Motion to approve made by Anika Van Eaton, seconded by Tom Bent. The minutes were approved unanimously.
2. Updates and announcements
 - Annual CPI Increase
 - Ben Sommer reported that in March, due to annual Boston CPI increase, the linkage fee will increase by 1.9% to \$2.58 a square foot up from \$2.54
 - Nexus Study
 - Ben Sommer reported that the city would be launching an updated Nexus Study in July of 2020 in accordance with the zoning ordinance that governs jobs linkage. Vicky Choitz asked what the role of the committee would be in the study and if the study would include an evaluation of the work the JCRT has done. Ben Sommer responded that the JCRT would not play a primary role in the study but might be asked to testify at a public hearing should the City Council take up the recommendations of the study in a zoning amendment. Ben Sommer also stated that an evaluation of the JCRT would not be included in the scope of work.
 - MAPC opportunity and conversation
 - Ben Sommer described the grant opportunity with the Metropolitan Area Planning Council to take up the rapid response planning study. MAPC has

encouraged Somerville to collaborate with neighboring municipalities on this project.

- Gap Funding conversation on March 10th
 - Vicky Choitz reported that she and Anika would be meeting with Superintendent Mary Skipper on March 10th to discuss the gap funding program.
 - Code for Boston data project
 - Ben Sommer described a project with Code for Boston and several Harvard PhD students that focuses on job mobility. Code for Boston is a volunteer non-profit that builds prototype apps and software for public and non-profit entities.
3. Review process and draft materials for authorized investments
- Review schedule for moving Jobs Trust board investments forward
 - Ben Sommer presented on a RFP schedule for the projects the JCRT approved funding for.
 - Review draft RFPs
 - The JCRT reviewed and provided feedback on two RFPs: (1) the Wage Theft and Workers Rights and HR Training for Small Businesses RFP and (2) the Industry Specific Training and Adult Education RFP.
 - Vicky Choitz asked about JCRT board members out RFP to potential applicants. Ben said he would ask the Purchasing Department if that was possible.
 - Board members suggested exploring splitting the Industry Specific and Adult Education RFP into two separate RFPs.
 - Ben Sommer suggested starting the Wage Theft and Workers Rights and HR Training for Small Businesses RFP as a Request for Information (RFI) to help start a conversation and gauge ideas and partnerships before starting the formal RFP process.
 - Tom Galligani said he would promote the RFI with the Communications Department to get the word out.
 - Josh Grehan suggested that the board consider spending funds on marketing as needed to get out the word on the RFI, and members agreed.
4. Schedule quarter two meetings
- Next meetings will be scheduled for Tuesday April 7th, Tuesday May 12th, Tuesday June 9th, and Tuesday July 14th
5. Adjournment
- Motion to adjourn made by Rand Wilson. Tom Bent seconded the motion. The Meeting was adjourned at 7:39pm.