

# 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

## **Minutes**

Somerville Job Creation and Retention Trust  
Tuesday, June 4th, 2019, at 6:00 pm  
Cross Street Elder Center  
165 Broadway Avenue

In attendance: Vickie Choitz, Silvana Dinka, Anika Van Eaton, Lisa Cook, Rand Wilson.

Staff Present: Ben Sommer

Meeting began at 6:22pm

### 1. Approval of May 7th, 2019 Minutes

- Unanimously approved

### 2. Review Board Strategy Framework

- Vickie Choitz presented on the two-page document outlining the Talent Equity Playbook strategies, current related City programming, and related efforts of the JCRT board. The intention of this framework is to provide a clear guide for JCRT board members as they consider investment priorities. (See Appendix A)

### 3. Discussion on City-Wide Jobs Board RFP

- City Staff (Ben Sommer) and Anika Van Eaton discussed a business focus group that had been held on the morning of Thursday, May 30<sup>th</sup> to discuss and hear business community feedback on the jobs board proposals.
- Discussion on this topic pivoted away from building a comprehensive skills-based hiring system toward possibly creating a simple local jobs board and building career navigation capacity within local organizations to connect local job seekers and regional businesses, primarily through funding additional staff.

4. Presentation and discussion on labor market information and in-demand jobs in region (30 minutes)

Due to time limitations, this item was postponed.

5. Review list of CTE programs at Somerville HS (15 minutes)

Due to time limitations, this item was postponed.

6. Preview next meeting (10 minutes)

- Ben will send an email to the full JCRT board to schedule the next meeting as there are concerns that the week of July 4<sup>th</sup> will be a challenge.
- The next meeting will consist of JCRT members bringing three ideas on possible investments to discuss with the board.
- Rand Wilson raised the question of how this body could solve an issue like Royal Hospitality and its eventual move from Boynton Yards. Vickie Choitz noted that this was an interesting issue as this board's role is that of a funder, and specific ideas for what the JCRT board could fund would be welcome.

7. Discuss board budget strategy (15 minutes)

Due to time limitations, this item was postponed.

8. Updates and Announcements

None discussed.

9. Other Items Not Reasonably Anticipated

None discussed.

10. Adjournment

- Motion to adjourn made by Anika Van Eaton. Vickie Choitz seconded the motion. Meeting was adjourned at 7:15pm

## Appendix A

### Somerville Jobs Trust Board Strategy Framework and Updates

| <b>Strategy 1: Build a coordinated system of education and training services that ensures Somerville youth and adults achieve their career goals</b>  |   |  |
|---|---|--|
| <b>Strategy Plan Actions</b>  | <b>City Actions to Date</b>   | <b>Jobs Trust Board Agenda Items</b>   |
| <ol style="list-style-type: none"> <li>1. Develop infrastructure needed to support the coordination of education and workforce services in Somerville.</li> <li>2. Increase the scale and benefits of Somerville resident participation in jobs and their links to opportunities with anchor businesses.</li> <li>3. Leverage Somerville High School's space</li> </ol> | <ol style="list-style-type: none"> <li>1. SCC First Source Jobs, headshot clinic</li> <li>2. SCALE, CNC machining program, Casino outreach. workforce learning community</li> <li>3. FabVille, CNC machining</li> </ol> | <ul style="list-style-type: none"> <li>• Update on jobs platform (employer input, business plan for sustaining platform) (Ben and sub-cmte)</li> <li>• Understanding in-demand jobs in this region (Anika)</li> <li>• Review list of CTE programs at Somerville HS (Tom B.)</li> </ul> |

| <b>Strategy 2: Position Somerville as a national leader in employee engagement practices</b>   |  |   |
|--|--|---|
| <b>Strategy Plan Actions</b>   | <b>City Actions to Date</b>  | <b>Jobs Trust Board Agenda Items</b>  |
| <ol style="list-style-type: none"> <li>1. Help motivated businesses in Somerville improve their employee engagement practices.</li> <li>2. Brand Somerville as a leader in employee engagement practices.</li> </ol> | <ol style="list-style-type: none"> <li>1. Cooperative start-up assistance</li> <li>2. Best Place to Work Awards</li> </ol> | <ul style="list-style-type: none"> <li>• City exploring WorkLab Innovations idea</li> <li>• Ben – other updates?</li> </ul> |

| <b>Strategy 3: Build a full suite of experiential learning opportunities for Somerville youth and adults</b>  |   |                                      |
|---|---|--------------------------------------|
| <b>Strategy Plan Actions</b>  | <b>City Actions to Date</b>   | <b>Jobs Trust Board Agenda Items</b> |
| <ol style="list-style-type: none"> <li>1. Support and expand existing city-based efforts to ensure all youth and adults receive as many substantial experiential learning experiences as possible.</li> <li>2. Increase the number of local businesses offering experiential learning opportunities.</li> </ol> | <ol style="list-style-type: none"> <li>1. Mayor's Summer Jobs Program, SHS Wider Learning Ecosystem support, Somerville Education Foundation support,</li> <li>2. NA</li> </ol> |                                      |

| <b>Strategy 4: Develop resiliency responses to the “future of work”</b>  |   |                                      |
|--|---|--------------------------------------|
| <b>Strategy Plan Actions</b>   | <b>City Actions to Date</b>   | <b>Jobs Trust Board Agenda Items</b> |
| <ol style="list-style-type: none"> <li>1. Build citywide capacity to understand, simulate, and prepare responses to future employment and economic scenarios</li> <li>2. Support city education and training partners to integrate “skill resilience” into career preparation</li> </ol> | <ol style="list-style-type: none"> <li>1. NA</li> <li>2. FabVille, Skill Up Somerville, digital literacy grants, digital literacy survey, Improv for Job Seekers</li> </ol> |                                      |