

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, March 10, 2019, at 6:00PM  
3<sup>rd</sup> Floor Conference Room, Somerville City Hall

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

Staff Present: Ben Sommer

Meeting began at 6:22pm

1. Approval of February 25<sup>th</sup> minutes
  - Motion made by Anika Van Easton. Motion seconded by Tom Bent.
  - February 25<sup>th</sup> minutes were unanimously approved
2. Updates and Announcements
  - Ben Sommer gave an update on coronavirus and how it might affect meetings.
  - Vickie Choitz gave an update on her and Anika's conversation with Somerville Public Schools (SPS) Superintendent Mary Skipper on the SPS proposal with Bunker Hill Community College to provide recent SPS graduates with gap funding for college and college coaching. There were two main takeaways from the discussion: (1) SPS/BHCC will seek to add more effective and innovative academic programming for students in this program (in addition to the gap funding and the coaching); and (2) SPS would begin with a design phase proposal to the JCRT Board for a smaller, shorter grant to design a more robust pilot program. The design phase may cover spring and summer, with the pilot program to be implemented in the fall and spring school semesters. SPS plans to submit a new proposal by April 1<sup>st</sup>.
3. Review and approval of RFPs
  - Ben described why he had re-combined the Industry Specific Training and Adult Education RFPs into a single RFP on the recommendation of the City's Purchasing Department.

- Motion was made by Rand Wilson to approve a single RFP with noted changes. Tom Bent seconded the motion.
  - The motion was unanimously approved.
4. Review proposed RFI draft and process for “Quality Jobs” investment
    - Ben Sommer shared the new RFI for the Quality Jobs investment.
    - Edits were made to change the “mission” section to “goals.”
    - The board discussed the partnering forum concept and structure. The date and time was changed to April 2<sup>nd</sup> during morning workday hours.
  5. Review proposal for “13<sup>th</sup> year” from SPS/BHCC
    - The board could not vote on approving this proposal due to fewer than six members being present. Discussion and vote will be postponed to the next meeting.
  6. Adjournment
    - Motion to adjourn made by Tom Bent. Lisa Cook seconded the motion
    - The meeting was adjourned at 7:41pm.