

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

Minutes

Somerville Job Creation and Retention Trust
Tuesday, January 29, 2019, at 6:00 pm
3rd Floor Conference Room, City Hall
93 Highland Avenue, Somerville, MA

Trustees Present: Thomas Bent, Vickie Choitz, Lisa Cook, Silvana Dinka, Thomas Galligani, Anika Van Eaton, Rand Wilson

Staff Present: Ben Sommer, John Long

Others Present: Josh Grehan

Meeting started at 6:07.

1. Introductions

Trustees and staff introduced themselves

2. Swearing in by City Clerk

John Long collected Open Meeting Law, Conflict of Interest statements, and ethics certificates from present members and swore in public appointees.

3. Somerville Workforce Development and JCRT Background

Ben Sommer gave a presentation on the background of jobs linkage, the responsibilities of the Jobs Creation and Retention Trust, and workforce development programs in the City.

Questions on the presentation included whether evaluations had been performed on any City workforce development programs and what metrics or measurements of success existed. A suggestion was given that professional development for training providers and workforce partners in the City could be added to eligible expenses for the trust fund.

4. Discussion on Royal Hospitality

Rand Wilson communicated to the Board of Trustees that Royal Hospitality, a large laundry services provider in Boynton Yards, was planning on relocating in 2021 or 2022 as part of Union Square redevelopment. Royal Hospitality employs approximately 345 employees, 166 of those being Somerville residents. Royal Hospitality has a contract with the Encore Casino in Everett and it is possible they will seek to relocate within the region. Trustees agreed to stay apprised of the situation.

5. Discussion on Agenda Items for Next Meeting

- *Statement of Trust*
A draft Statement of Trust was handed out for review by the Trustees. Comments and edits will be discussed at the next meeting. Specific questions involved auditing, financial management, and term limits.
- *Selecting Managing Trustee and Officers*
Officers will be selected at the next meeting.
- *Discussion on City-Wide Jobs Board RFP*
Ben Sommer handed out a scope of work from an RFP the City released in September to solicit vendors who could provide a software platform for a City-wide jobs board for Somerville employers to post on. The merits of this project and a discussion of possible approaches to selecting a vendor and funding this project through the trust will be discussed at the next meeting after the scope of work is reviewed.

All documents were requested to be sent electronically to the Trustees.

6. Other Items Not Reasonably Anticipated

None

7. Selection of Date for Next Meeting

Regular meetings would be scheduled on the first Tuesday of the month.
A special meeting will be scheduled on Thursday, February 7th at 6pm.

8. Adjournment

At approximately 8:05 the meeting was adjourned

Documents Distributed:

- Job Creation and Retention Trust introductory powerpoint presentation
- Draft Statement of Trust
- Scope of Work from RFP #19-20 on the City-wide jobs board.