

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, August 4, 2019, at 6:00PM  
Gotomeeting

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

Staff Present: Ben Sommer

Meeting commenced at 6:05pm

1. Approval of July 14<sup>th</sup> meeting minutes
  - Motion to approve made by Thomas Bent. Thomas Galligani seconded the motion.
  - Motion was unanimously approved by roll-call vote.
2. Updates and announcements
  - Ben Sommer gave an update on the childcare task force that had been formed by the Mayor's Office. Lisa Cook, Rand Wilson, and Thomas Bent volunteered to meet with the task force.
  - Ben Sommer gave a brief update on MAPC's rapid response plan. The final plan will be released this week or shortly after.
3. Quality Jobs RFP
  - a. Discussion
    - Ben Sommer described the RFP process. Vickie Choitz described the recommendation that the subcommittee was comfortable moving forward with the workers education side but was still exploring potential vendors for the small business side (see Appendix A). Rand Wilson said that he was really excited about the consortium running the workers education side. Rand expressed his confidence that this consortium could work with new partners running the small business component of the program.

- Thomas Bent asked if we needed to put out the RFP again for small business education. Ben Sommer said that we could put out an RFP but the Purchasing Department has said that, because of the nature of this program, the JCRT and City staff might need to play a more active role in putting a partnership together. The JCRT could do a grant without another RFP.
  - Jesse Clingan described The Welcome Project working with businesses in Winter Hill and them having a great relationship with the business community.
  - Anika Van Eaton asked if the sub-committee knew why they only received one response to the RFP. Ben Sommer said that he had spoken to potential applicants and one had said that they were going to apply but decided they weren't ready yet.
  - Jesse Clingan volunteered to join the Job Quality sub-committee
- b. Vote to approve sub-committee recommendations for \$119,000 in funding to The Welcome Project and partners for wage theft and workers' rights education
    - Anika Van Eaton made a motion to approve. Vickie Choitz seconded the motion
    - Motion was unanimously approved by roll-call vote.
4. Adult Education and Industry Specific Training RFP
    - a. Discussion
      - At the JCRT's request, Per Scholas revised their proposal to the Adult Education and Industry Specific Training RFP to include a \$1,000 stipend per Somerville student.
    - b. Vote to approve Per Scholas revised proposal for \$66,706.07
      - Thomas Galligani made a motion to approve. Lisa Cook seconded the motion
      - The motion was approved unanimously by roll-call vote.
5. COVID 19 Emergency Funding
    - Ben Sommer described the outcomes from some of the emergency grants.
    - Lisa Cook described the efforts the schools were taking to bring Comcast pass codes to students. Also described the training videos that were being put together in different languages.
    - Vickie Choitz described how proud she was of the work we have done with this grant.
    - Rand Wilson asked how we would report this to the community. Anika Van Eaton suggested that we talk about this reporting at the annual meeting in September.
    - Vickie Choitz described conversation between her and Anika Van Eaton on providing emergency grants to students in training programs with the remainder of this funding. Anika Van Eaton shared that training programs she had worked with often had students come in with unexpected costs. This would expand the financial assistance allocations that the JCRT has made available. Lisa Cook described the Friends of SCALE grant program that used to exist for this purpose as well. Vickie Choitz said that she, Anika, and Ben would do some more

research on parameters for this student emergency fund and would report back to the full board.

6. Preview September Annual Meeting

- Vickie Choitz described a potential agenda for the Annual Meeting in September, which the board is required to hold per the JCRT bylaws. The board would review financials, review investment priorities, and discuss potential new priorities.

7. Adjournment

- Motion to adjourn made by Anika Van Eaton. Motion was seconded by Thomas Bent.
- Motion was unanimously approved by roll-call vote.

Meeting was adjourned at 7:10pm