

NH Employment Leadership Committee

3/20/2019

MEETING MINUTES

ATTENDEES:

<input checked="" type="checkbox"/> Ben Adams	Rebecca Hafner	<input checked="" type="checkbox"/> Jo Moncher	<input checked="" type="checkbox"/> Denise Roy-Innarelli
<input checked="" type="checkbox"/> Tracey Frye	<input checked="" type="checkbox"/> Maggie Hinkle	Courtney Robinson	<input type="checkbox"/> Judy Sanderson
Toni Bachant	Lisa Hinson-Hatz	<input checked="" type="checkbox"/> Rocky Morelli	Mari Schatch
<input checked="" type="checkbox"/> Debbie Bogle	Lauren Walczuk	<input type="checkbox"/> Tobey Partch-Davies	Carla Smith
Jen Cook	<input checked="" type="checkbox"/> Dee Johnson	Cris Philipson	<input checked="" type="checkbox"/> Jessica Smith
Jessica Devine	<input checked="" type="checkbox"/> Sheila Mahon	Chris Purington	<input checked="" type="checkbox"/> Terri Tedeschi
<input checked="" type="checkbox"/> Laura Feldman	Jennifer Meyer	<input checked="" type="checkbox"/> Wendy Robb	<input checked="" type="checkbox"/> Annie Clark
<input checked="" type="checkbox"/> Shannon Warren	<input checked="" type="checkbox"/> Isadora Rogriquez-Legendre	<input checked="" type="checkbox"/> Courteney Robison	<input checked="" type="checkbox"/> Lauren Walczuk

FACILITATED BY:

Jo Moncher

SCRIBE: Laura Feldman

MISCELLANEOUS

- The minutes from Feb 20 have been reviewed and approved.
- In light of Maureen DiTomaso's promotion and transfer out of the Bureau of Development Services, Jo asked for a volunteer to take minutes. Laura Feldman agreed to do her best.
- The goals and work of the State Rehabilitation Council (SRC) and ELC have some positive overlap and connectivity; there could be opportunities to better collaborate. Per invitation from the SRC Chair, Jo will be speaking on 4/25 to the full SRC team to provide an overview of the ELC and explore opportunities for consolidating and collaborating initiatives we have in common.
- Jo informed the group that The State Data: National Report on Employment Services and Outcomes through 2016 has been posted. It can be found at: :
https://www.statedata.info/sites/statedata.info/files/files/statedata2018_web_F.pdf
- The NH State Plan on Aging (\$23M annual budget) is due in 2 months. Jo will be able to devote more time to the ELC upon State Plan's completion.
- Dee Johnson and Rock Morelli will be co-leading the Community Toolkit initiative. Items under development: ELC Fact Sheet, Workforce Coalition, ELC Membership list, Employment Data Report and other possible items (not yet identified).

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EMPLOYMENT LEADERSHIP FACT SHEET

- Sheila Mahon, Debbie Bogle and Jennifer Myer met via ZOOM to revise the prior fact sheet to appeal to a more “general audience”.
- Sheila and Debbie presented the highlighted revisions to include: enhanced mission statement; more “white space” in the layout; and a visual connecting the relationship between the local, regional and state partners comprising the ELC.
 - Ben Adams told the group he had shared the new sheet with some newer colleagues to gauge their reaction. They felt the information was very clear, however, the visual of connecting ovals was not a true “Venn diagram”. Sheila will explore alternative shapes.
 - Additional edits to include:
 - ELC Priorities section – shifting bullets of information to move “use of creative and strategic outreach to businesses and communities” to the top.
 - Employment Resource section – removing the underlined verbiage: “*For a list of employment provider agencies, the employment data report and a range of other employment related resources, visit the BDS website...*” Considering there are currently 72 agencies, the group felt that would be too many to list on the website. A revision to this section will be made to include an invitation for people to visit the website for more information.
 - There was a motion to accept and approve the ELC fact sheet with edits. Sheila, Debbie and Jennifer will revise and redistribute with edits.

WORKFORCE COALITION EXPANSION AND SUPPORT

- Terri Tedeschi presented the Workforce Coalition information sheet.
- There was discussion surrounding the opening paragraph. Consensus from the table was quite favorable. Jo shared the handout with Sandy Hunt, who had very positive feedback on the document.
- Discussion of additional edits to include:
 - Uniformity of font to utilize Times New Roman (Fun Fact from Terri: Comic Sans size 14 allows people to read information faster!)
 - Change the shape of the bullets from arrows to round dots.
 - Change word from “genesis” to another word – in 1st paragraph.
 - Including facilitators in the body of the document
- There was a suggestion to incorporate the State Seal on the revised document to align with ELC Fact Sheet. Tracey Frye explained the need to keep this sheet community focused (without a State seal) because these groups are community driven.
- Tobey Partch-Davies mentioned using the IOD UNH graphic designer for future packaging of ELC documents, including any marketing info.

BUSINESS CULTIVATION – Review of Top 25 Businesses Location and Participation

- “How do we want to utilize this list?”
- After much discussion, the group decided it would be best to initiate a deeper dive into the specific jobs of the businesses reporting the largest number of employed individuals before there is further action taken.

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- The group reviewed each business on the list, removing the vendor provider agencies, to arrive at the top 13 for a deep dive report.
 - The following businesses were selected: *Market Basket, Hannaford, Walmart, Home Depot, Shaw's, TJ Max, Sodexo, McDonalds, Wendy's, Omni Mount Washington Resort, Dunkin Donuts, Marshall' and Dartmouth-Hitchcock.*
 - Jo will ask Cris Phillipson to run a new report to include the following criteria:
 - Business name and location
 - Job Type
 - Avg wage
 - Avg Hours
 - Tenure
 - Supports on the job/type of support
 - Area Agency affiliation
 - Transportation
 - ELC will continue this conversation upon reviewing updated report.

EMPLOYMENT DATA REPORT – Updates & Requests

- Group was asked to provide updates to Employment Data Liaison list.
- ELC agreed to add a “Family Version” of the Employment Data Report – after significant and helpful feedback from NH Family Voices and many others. Cris Phillipson agreed to help develop this “Family Version”. Cris will combine information obtained from NH Family Voices and Denise Sleeper’s report to create a family friendly version of the Employment Data Report.
- Discussion included adding successful employment stories to help families gain a deeper understanding of employment.
 - Isadora Rodriguez-Legendre will bring this topic to ELA Committee to review stories from prior year ELA applicants and determine if the ELA Committee thinks it is a good idea to pursue stories from ELA previous applicants to help create a new Family Version of the Employment Data Report.
- Tobey Partch-Davies informed the group the next cut-off for employment data pull will be March 31, 2019. All records must be updated by liaisons to ensure an accurate data report.
- Ben Adams raised an issue with “Median Hours/Median Wage” listed in the Employment Data Report. Ben feels these numbers to not provide an accurate picture that the “Average Hours/Average Wage” provided in the past. Other members agreed. Tobey informed the group she would list both Median and Average Hours/Wages going forward.

NH EMPLOYMENT SECURITY

- NHES reports a 2.4% unemployment rate in NH.
- Denise Roy-Innarelli reviewed upcoming job/resource fairs and noted varying hours to accommodate students.
- Denise will distribute the Workforce Coalition information to her various offices.

EMPLOYMENT LEADERSHIP AWARDS

- Isadora informed the group of the ELA Committee’s review process to include an in-depth site visit with each employer. Each site visit is brought back to the committee for an objective look at the big picture of each employer. The committee looks for those going above and beyond.

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- Questions asked at site visits are aimed to get a “soup to nuts” vision of the company’s culture.
- The deadline for submissions is 4/30/2019.

ACRE TRAINING

- The next ACRE class will begin on 4/29/2019. Sheila Mahon and Tracey Frye will be facilitators. This class will be spread out over 6 days with a work-experience component. The cost is \$300.
- There are currently 19 people registered. Sheila mentioned the tricky thing about late registrations is coordinating Relias access with the liaisons from each Area Agency at the last minute. There is discussion about moving the Relias module after the first session to allow for a bit more leeway with applicants who apply after the deadline.
- Jo invited NHES to possibly consider identifying a NHES Liaison to help represent, advocate and support efforts to assist individuals with developmental disabilities. Perhaps a possible NHES Liaison could attend the ACRE training. Isadora offered to provide funds from the NH Council on DD to fund a NHES position attending the ACRE training if NHES is interested and able to provide a liaison.