



**Minutes of Meeting  
Mayor's Blue Ribbon Task Force on Workforce Development**

Date: Thursday, November 12, 2015, 3:00 p.m.  
Location: Room 2, Atrium Building  
McMaster Innovation Park

<b>Present:</b>	Mayor Fred Eisenberger <input checked="" type="checkbox"/>	Councillor Terry Whitehead (TW) <input checked="" type="checkbox"/>	Councillor Judi Partridge (JP) <input checked="" type="checkbox"/>	Ron McKerlie (RM) <input checked="" type="checkbox"/>	Nick Marketos (NM) <input checked="" type="checkbox"/>
	Bronko Jazvac (BJ) <input checked="" type="checkbox"/>	Maria Clark (MC) <input checked="" type="checkbox"/>	Zoltan Tanacs (ZT) <input checked="" type="checkbox"/>	Richard Sexton (RS) <input checked="" type="checkbox"/>	Terry Kotwa (TK) <input checked="" type="checkbox"/>
	Judy Travis (JT) <input checked="" type="checkbox"/>	Cesare DiDonato (CD) <input checked="" type="checkbox"/>	Keanin Loomis (KL) <input checked="" type="checkbox"/>	Darren Green (DG) <input checked="" type="checkbox"/>	Neil Everson (NE) (City Staff) <input checked="" type="checkbox"/>
	Norm Schleehahn (NS) (City Staff) <input checked="" type="checkbox"/>	Paul Vaccarello (PV) <input checked="" type="checkbox"/>	Lauri Leduc (LL) (City Staff) <input checked="" type="checkbox"/>	Hillary Dawson (HD) (Mohawk Staff) <input checked="" type="checkbox"/>	

= Present     = Regrets

		Notes
1.	Welcome & Introduction	Ron McKerlie, Chair, called the meeting to order and welcomed those in attendance.
2.	Approval of October 22, 2015 Minutes	Moved by JT, seconded by BJ, that the Minutes of the October 22, 2015 meeting, be approved. Carried.
3.	Reports from Sub-Committees	<p>JT provided the Task Force with an update on the roundtables that were recently held with local employers. JT distributed a handout entitled "Employer Consultation Highlights". A copy of the handout has been retained for the official record.</p> <p>JT's update included the following information about the roundtables. Two sessions have been held so far with five employers attending the first one and ten attending the second one. The following four general issues were raised during the discussions:</p> <ul style="list-style-type: none"> <li>• Skills Issues <ul style="list-style-type: none"> <li>○ Areas where Shortages Exist</li> <li>○ Use of Temp Agencies</li> <li>○ Quality of Candidates</li> <li>○ Age of Workforce</li> <li>○ Lack of Transportation/Bus Service getting to industrial parks</li> </ul> </li> <li>• Workforce Issues</li> </ul>

**General Issues Committee – February 3, 2016**

		Notes
		<ul style="list-style-type: none"> <li>○ Multi-generational workforce can be a challenge</li> <li>○ Positive Experiences in hiring recent immigrants</li> <li>○ Gender Diversity – inclusion of women sometimes difficult</li> <li>● Succession Planning               <ul style="list-style-type: none"> <li>○ Some expressed little or no concern about future workforce needs because a plan was already in place or a good mix of workers already existed</li> <li>○ In some cases careers are getting long</li> <li>○ Concerns about knowledge transfer strategies</li> </ul> </li> <li>● Solutions               <ul style="list-style-type: none"> <li>○ Increased HSR service to industrial parks</li> <li>○ Partnering with educational institutions</li> <li>○ Connecting with government-funded employment services</li> <li>○ Using social media to connect with job seekers</li> <li>○ Need to support and promote manufacturing and brands of smaller businesses</li> </ul> </li> </ul> <p>Another roundtable is taking place on December 11, 2015 and one additional session is planned for January of 2016. JT reported that the consultant leading the roundtables will consolidate all of the information heard during the discussions and issue a report upon their completion.</p> <p>Moved by BJ, seconded by ZT, that the update from Judy Travis respecting Highlights of the Employer Consultations, be received. Carried.</p>
5.	Presentations	There were no presentations.
6.	Idea Generation	The Task Force discussed what presenters/groups they would like to hear from at future meetings. Ideas included: a snapshot of “in demand” skills, hearing about what is being done to attract Aboriginal workers, inviting a representative of the Skills Development Flagship to present and inviting Federal and Provincial Ministry officials to hear about programs/trends and statistics.
7.	New Business	<p>KL asked Task Force Members for their feedback on how to launch MAGNET in the community. Various ideas were proposed including: an editorial board meeting with the Spectator, an event at one of the post-secondary educational institutions, speaking directly to HR departments at local companies and the Human Resources Professional Association, involving the Mayor and Task Force members in the public launch/press conference. KL will work on a plan for the launch of MAGNET and share it with the Task Force at the January 11, 2016 meeting.</p> <p>The Task Force discussed ways to help promote the upcoming Employer Survey that the Workforce Planning Council is undertaking in January.</p>

		Notes
		The Task Force is interested in helping promote the survey and JT will consider the ideas that were discussed. Ideas included having Task Force members send the survey link to their e-mail distribution lists as well as directly calling contacts they know at local companies.
8.	Next Meeting and Adjournment	Moved by KL, seconded by CD, that the meeting be adjourned at 4:38 p.m. Carried.  Next meeting: <ul style="list-style-type: none"><li>• January 11<sup>th</sup> – 3:00-5:00 p.m. – ArcelorMittal Dofasco</li></ul>

Minutes record by:  
Lauri Leduc, Legislative Coordinator  
City Clerk's Office