



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

Date: Monday, January 11, 2016
3:00 p.m.
Location: WCCI Conference Room
ArcelorMittal Dofasco Main Office
1330 Burlington Street East

Present:	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 Schleeahn (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"/>	Hazaifa Saeed (HS) (Chamber of Commerce) <input checked="" type="checkbox"/>
	Mark Patterson (Magnet/Ryerson University) <input checked="" type="checkbox"/>				

= Present = Regrets

		Notes
1.	Welcome & Introduction	<p>Ron McKerlie, Chair, called the meeting to order and welcomed those in attendance.</p> <p>Mr. Sean Donnelly, President and CEO of ArcelorMittal Dofasco, and Tony Valeri, Vice President, Corporate Affairs, brought greetings from the company and welcomed the Task Force to the company's office.</p>
2.	Approval of November 12, 2015 Minutes	<p>Councillor Partridge was recorded as not being in attendance at the November 12, 2015 meeting when she was in fact in attendance. The official record will be amended to correct this error.</p> <p>Moved by BJ, seconded by NM, that the Minutes of the November 12, 2015 meeting be approved, as amended. Carried.</p>

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3.	Report from Data Sub-Committee and Update on the Employer Survey	<p>Judy Travis reported that the employer roundtable scheduled for December did not take place due to a low response because of the holiday season. The roundtable has been re-scheduled for February 4th at McMaster Innovation Park. Response to the event has been strong so far.</p> <p>JT reported that Workforce Planning Hamilton's annual <i>Employer Survey</i> is open. It runs until the end of January. She encouraged everyone to share the survey with their colleagues/contacts so that a high response level can be achieved. RM offered the assistance of Mohawk College to work with JT and NS to issue a press release to promote the survey (as well as the work of the Task Force overall).</p> <p>JT distributed a handout entitled, "Employment Trends in Hamilton – 2010-2014". A copy of the handout has been retained for the official record. JT provided an overview of the document and explained some of the employment numbers (by sectors), trends and profiles in selected areas.</p>
4.	Idea Generation Launch of Magnet	<p>Keanin Loomis indicated that the Chamber is soon in a position to launch Magnet in the Hamilton Community. KL introduced Mark Patterson, Executive Director of Magnet, to discuss the initiative and how to involve the Task Force.</p> <p>MP addressed the Task Force with the aid of a PowerPoint presentation. A copy of the presentation has been retained for the official record. MP's presentation included, but was not limited to, the following information:</p> <ul style="list-style-type: none"> • Snapshot of what Magnet is and how it operates • 6 Steps to Building Successful Community Hubs: <ul style="list-style-type: none"> ○ Community Commitment ○ Community Consultation ○ Implementation Plan ○ Resourcing ○ Coordinated Implementation ○ Rigorous Evaluation • What the Commitment in Hamilton is • Community Consultation that has taken place in Hamilton • Best Practices of Implementation and Fee Structures • Financial Resources: <ul style="list-style-type: none"> ○ Local Partners ○ Provincial Sources ○ Federal Funding Opportunities • \$10,000 in funding is needed to move forward with: <ul style="list-style-type: none"> ○ Conducting Community Consultation ○ Assessing Technology/Data Needs

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		<ul style="list-style-type: none"> ○ Creating a Customized Implementation Plan ○ Developing Funding Sources and a Draft Funding Proposal ○ Developing an Evaluation Plan <p>Huzaifa Saeed discussed some of the efforts the Chamber has made to involve employers in developing Magnet and building a community hub. The measures included job fairs and meeting directly with human resource representatives from various local companies.</p> <p>A Working Group was established to assist KL to develop a path forward on how to launch Magnet. The Working Group will also look at how to apply for funding for the project. Members of the Working Group are: staff from Mohawk College, Maria Clark, a representative from McMaster University and a member of the Mayor's staff.</p>
5.	Provincial Panel to Develop Highly Skilled Workforce	<p>Hillary Dawson informed the Task Force about the new panel on <i>Developing a Highly Skilled Workforce</i> recently established by Premier Wynne. HD has spoken with the Chair of the Panel, Sean Conway, and he is interested in coming to Hamilton to speak to the Task Force. Mr. Conway is very enthusiastic to learn about the work being done in Hamilton.</p>
6.	New Business	<p>At the last meeting, Nick Markettos was asked to provide the Task Force with a list of services that McMaster University provides to First Nations students and employees. NM reported the following: McMaster has an Indigenous Student Counsellor, there is an Aboriginal HR Development Agreement that provides training programs and services to individuals, employers and training institutions; the Niagara Peninsula Aboriginal Area Management Board also provides training and program supports to Aboriginal youth.</p> <p>The Mayor indicated his desire to have the Task Force reach out to officials in the Niagara area so that common goals/plans can be worked on.</p> <p>RM would like to see a future agenda item on the topic of the Task Force developing a Communications Strategy.</p> <p>The Task Force would like to have a presentation at a future meeting from Economic Development staff about what the City is doing to promote Hamilton to individuals thinking of relocating to Hamilton for employment.</p> <p>Terry Kotwa indicated his desire for the Task Force to not only consider new grads and/or entry-level jobs but also ways to attract experienced professionals and managers.</p>

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7.	2016 Meeting Schedule and Adjournment	<p>The Task Force decided that meetings will take place every 4-6 weeks.</p> <p>The meetings will be hosted by Task Force members at various locations throughout the City on a rotating basis.</p>
8.	Adjournment	<p>Moved by TK, seconded by JT, that the meeting be adjourned at 4:56 p.m. Carried.</p> <p>The date of the next meeting is still to be determined.</p>

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