

Minutes

Date:	Weds. January 27, 2016
Location:	Greater KW Chamber 80 Queen Street N, Kitchener
Time:	12:00pm-1:30 pm
Present:	Ian McLean, Phil Noelting, Cindy Tarasow, Carol Simpson, Julie Dopko, Rachel Villemaire, Elizabeth Arcila, Sheila McIntosh, Chris Farrell, Lisa Favero, Gayle Horyn, Roberto Villamar, Marilena Benak, Julie Newman
Regrets:	Jeff Samolia, Tina Allishaw, Marion Rozman, Jay Palani
Guests:	Sonya Erstic, Sue Benoit
Staff:	Nora Whittington

1. Welcome, Introductions

- Round table of introductions: Sonya Erstic from Ministry of Citizenship and Immigration; Sue Benoit sat in for Tina Allishaw.
- Ian gave a brief overview of IP/WSG for those guests in attendance.

2. Approval of Minutes

- Minutes from November were approved

3. Approval of Agenda

- Agenda was approved as distributed

4. Updates:

- **Internship** – Sue reported that it is going well but still some sector gaps. Still requiring some connections in architecture. An ongoing need to reach more employers.
- **Mentorship** – no report at this meeting.

5. ITEP – Update/Next Steps

Ian gave a history of ITEP for guests.

There will be an ITEP sub-committee (Sheila, Roberto, Marilena, Tina and Nora. Phil/Cindy will give input.) There have been some questions about future/direction/structure and this committee will review and make suggestions so that there can be clarity moving forward.

There was a meeting with Scotiabank – Waterloo Region (Ian, Cindy, Phil and Nora were in that meeting) and Scotiabank said that the \$180,000 ITEP proposal was out of their budget range. The goal has been to get a meeting with Scotiabank Toronto (where the Diversity budget is located). Scotiabank has had changes in leadership in Toronto that have temporarily affected the movement of ITEP.

Concern expressed at this meeting about the business development/return on investment for Scotiabank and ensuring immigrants are not taking advantage of.

Scotiabank had indicated their first priority is good will and community development. There has also been a question as to how long we continue with Scotiabank before

we move on to another employer or sector. Sub-committee will discuss all this input further. Report back at the March meeting.

6. **Point of View Event** – Confirmed that John Stackhouse, Senior VP, RBC (formerly of the Globe and Mail) will be speaking on April 15. Immigration Partnership is the lead sponsor on this event. Please promote it and get your tickets soon!
7. **Immigrant Entrepreneurship/School Board meeting** – (Agreed that this needs to be a focus of this group and look at ways to encourage and promote this. Suggested that first a meeting be held with the school boards as need to reach the schools to encourage entrepreneurship as an option. Nora to coordinate with staff at the Chamber to have a letter to go out to both school boards, Business Education Partnership, Junior Achievement, Communitech, Workforce Planning Board, Tina, Conestoga College, Small Business Centre and have a 1.5 hour blue sky discussion.) **Ian and Nora have not met yet but will bring forward to the March meeting.**
8. **Technology Sector/Talent Pool Update** - Cindy promoted the dojo at the Communitech Tech Jam. Didn't receive the interest anticipated. Will continue to work on this sector.
9. **Tech Jam - Job Fair** – IP has partnered in the last two Tech Jams as a contributor and an exhibitor. A networking training session was held for immigrant talent prior to the doors opening for the Tech Jam. Thank you to Cindy Tarasow and Sandi Young for contributing their time and expertise. The feedback was excellent and working with Communitech on these type of ventures is very positive for the Immigration Partnership.

10. Update on Activity

- Syrian Refugee Employment Group: Nora reported that a group has been created to look at ways to support Syrian Refugee's with finding employment. There are going to be some preparatory workshops at service provider locations to support these efforts. The profile shows the English language levels are low with the Syrian Refugee's arriving. There will be many steps that need to be put into place as the work moves forward.
- HR Panel: Nora is working with Cindy Tarasow and Sandi Young to line up HR reps from Finance, IT, Health Care, Manufacturing, Government, etc.. to talk about the current hiring trends in HR. This seminar will be for service provider staff. (This is further to a survey completed by service providers as to types of training they would like as they work with employers in trying to access employment for their clients.)
- Diversity Drives Innovation: IP is partnering with a group of individuals (representing various organizations) in the community who are planning a one day conference for non-profit leaders on hiring immigrants. It has been identified that there is a gap in this sector and that some education is required

to bridge the gap. There are some great speakers that are lined up for the day. The last conference this group held in 2015 had 180 people attend.

- Global Skills Conference: Reminder that Global Skills Conference is on April 13 and IP continues to be involved and is hosting the networking event again this year.
- Mayors Dinner – Jassy Narayan a long time member of this community and an activist with all things immigrants/refugees will be recognized at this. The Working Center organizes this event.

11. **Next Meeting** – March 30, 2016

12. **Adjournment** – 1:35 p.m.

Minutes

Date:	Weds. March 30, 2016
Location:	Greater KW Chamber 80 Queen Street N, Kitchener
Time:	12:00pm-1:30 pm
Present:	Ian McLean, Phil Noelting, Cindy Tarasow, Carol Simpson, Rachel Villemaire, Elizabeth Arcila, Sheila McIntosh, Chris Farrell, Gayle Horyn, Marilena Benak; Julie Newman, Jeff Samolia, Jay Palani, Tina Allishaw
Regrets:	Marion Rozman, Lisa Favero, Roberto Villamar
Guests:	Melissa Fellin, WLU
Staff:	Nora Whittington

1. Welcome, Introductions

- Round table of introductions: Melissa Fellin, WLU as guest

2. Approval of Minutes

- Minutes from January were approved

3. Round Table: News to Share (New Agenda Item)

This new agenda item will give members an opportunity to share what is happening in their business or organization that relates to the work of this group ie: events, programs etc...

- Chris reported that the Small Business Centre has been running sessions (in partnership with Conestoga College) 'Starting A Business In Canada' To date they have been going well. Running them again at the end of April.
- Ian reported that the IP Council is very pleased with the work of Tara and the team at IP for the Syrian Refugee work. It has been a busy time at IP and it will continue to be as it plays a leadership role in this resettlement project.

4. Internship – Reported that there will be new marketing materials soon. Giving things a facelift. Seeing re-settlement as a trend with approx. 8-11 clients from the GTA. Completing about 1 placement a week. To date 106 internships. Sectors: accounting, finance, engineering and tech.

Mentorship – no report at this meeting.

5. Employer One Survey Update:

Carol Simpson updated the group that final report will be out the first week in April. She provided a brief overview: 38% completion rate which is excellent. 25% of respondents from last year participated again this year. The awareness of the survey is increasing. There was a good range of employers. 23 municipalities participated.

Survey showed that agriculture is really struggling (farm and production). Employment numbers in manufacturing are low. Hard to find the workforce. Immigration is very important to fill this gap! Need to change the image of manufacturing.

6. Research Project: Investigating Intercultural Skills Development and Needs Assessment of Medium/Large Businesses in Ontario – Melissa Fellin

A community based research project with 330 participants (employers, employees, HR Managers) in Kitchener, Waterloo, London and Toronto revealed what may not be news but a good reminder...that most employers still hire the best person for the job based on qualifications and experience; there is discrimination against immigrants and HR notes that they can't do anything about it; many said that the best fit is a cop out. Language continues to be the biggest barrier. Larger employers find it easier to hire immigrants as they have programs and training – easier. SME's struggle more. Seeing a lot of racism in the health care field. Internal issues. Need more internal training to bridge this gap.

Response: It will organically change overtime as there will be no choice but to hire immigrants. There is a need for more advocacy in this area and does the Work Steering Group need to look further at this or does the IP Council? Now what?

7. ITEP – Update/Next Steps

Sheila McIntosh updated on behalf of the ITEP sub-committee.

(Sheila, Roberto, Marilena, Tina and Nora)

Going forward a Memo of Understanding (MOU) is required and Tara has had some discussions with the legal department at Region of Waterloo to begin the process. Committee has requested that there be a project budget with breakdown of costs if it moves forward with Scotiabank. Cindy and Phil to prepare a budget once details with Scotiabank have been finalized. Meeting with Scotiabank (presentation in Toronto) is April 14.

8. Point of View Event – Confirmed that John Stackhouse, Senior VP, RBC (formerly of the Globe and Mail) will be speaking on April 15. Immigration Partnership is the lead sponsor on this event. Please promote it and get your tickets soon!

9. Immigrant Entrepreneurship/School Board meeting – Further to previous meeting - a letter will go out from Ian McLean to the School Boards to ask for a meeting to discuss increasing our relationship with the school boards and working together (re: highschoools) regarding entrepreneurship, addressing sector gaps, talking to guidance counsellors and being able to begin to find champions who can work together on a plan for the future.

10. PINS (Professional Immigrant Networks) Nora updated the group that she and Roberto will be meeting to discuss implementing PINS in Waterloo Region. Research was done during WRIEN days and TRIEC is successfully coordinating PINS in Toronto. They are sector specific groups that employers (in Toronto) are seeing as an invaluable way to access talent. Will be arranging a meeting with TRIEC to discuss further.

11. Update on Activity

- HR Panel: Nora is working with Cindy Tarasow and Sandi Young to line up HR reps from Finance, IT, Health Care, Manufacturing, Government, etc.. to talk about the current hiring trends in HR. This seminar will be for service provider staff and immigrant talent.
- Diversity Drives Innovation: IP is partnering with a group of individuals (representing various organizations) in the community who are planning a one day conference for non-profit leaders on hiring immigrants. It has been identified that there is a gap in this sector and that some education is required to bridge the gap. There are some great speakers that are lined up for the day.
- Global Skills Conference: Reminder that Global Skills Conference is on April 13 and IP continues to be involved and is hosting the networking event again this year.

12. **Next Meeting** – May 25, 2016

13. **Adjournment** – 1:35 p.m.

Minutes

Date:	Weds. May 25, 2016
Location:	Greater KW Chamber 80 Queen Street N, Kitchener
Time:	12:00pm-1:30 pm
Present:	Ian McLean, Cindy Tarasow, Carol Simpson, Rachel Villemaire, Elizabeth Arcila, Sheila McIntosh, Chris Farrell, Gayle Horyn, Marilena Benak; Roberto Villamar, Hanan Awad
Regrets:	Marion Rozman, Lisa Favero, Phil Noelting, Jay Palani, Jeff Samolia, Tina Allishaw, Sherri McDermid
Guests:	
Staff:	Nora Whittington

1. Welcome, Introductions

2. Approval of Minutes

- Minutes from March were approved

3. Round Table: News to Share (New Agenda Item)

This new agenda item will give members an opportunity to share what is happening in their business or organization that relates to the work of this group ie: events, programs etc...

- Workforce Planning Board Annual General meeting on June 8 at the Butterfly Museum. If interested, connect with Carol Simpson.

4. Internship – No report at this meeting.

Mentorship

- A new person hired as the Mentorship Facilitator – Eva Wassef
- Mentee orientation sessions are no longer a drop-in and they do not run every week
- Speed mentoring events (Mentorship In Motion) at RBC have resumed
- Mentorship recruitment is ongoing. Specific industries need are: engineering, graphic design, accounting, admin., project management and business analysis.

5. Manufacturing and Key Industries Job Fair:

Carol Simpson updated that the Workforce Planning Board is presenting a job fair focused on manufacturing both in Waterloo region and in Guelph in June. The Waterloo region job fair which Immigration Partnership is a partner in is on June 22 at the Auditorium. The last job fair in the fall had 900 job seekers and only 30 employers. The goal is to have 50 employers at this upcoming job fair. There is a need to bring more attention to the workforce gaps in manufacturing. There is a serious gap that needs to be addressed. Some communities/regions are running out of people especially in the smaller areas and rural communities. Guelph/Wellington has been hard hit. It is a growing problem.

Discussion held about how to connect immigrants to employers and vice versa. How about job shadowing (a way to show that manufacturing is different than many think with more technology and automation)?. In this industry and others there is a need to be able to create opportunities for connection and exposure. Carol Simpson mentioned the Disability Mentoring Day which was held the last few years and how successful it was. It was an opportunity to bring awareness to the skills and abilities of those with disabilities and also give those with disabilities the opportunity to gain experience. Suggested that a campaign be built around an Immigrant Mentoring Day and launch an event that would allow immigrants and employers to get connected. (Nora and Carol to discuss). The need for immigrants to establish connections is a front and centre need. It is a significant barrier. (Note: ITEP could pre-qualify individuals to participate?)

Discussion re: immigrant entrepreneurship and supporting immigrants in the steps to starting a business. They need more in depth training as they are not at all familiar with the culture/community and what steps to take. Starting a business is a challenge for many Canadian born individuals let alone those who have other barriers to overcome.

It was suggested that there are many resources in the community to help immigrants and there are many online supports as well. Perhaps consideration to having a research student gather the resources and have one central location for individuals to go to get answers about ie: starting a business or opportunities to network etc... Nora and Hanan to meet with YMCA Mentorship Facilitator about how to promote to local professional associations the opportunity to mentor an immigrant. ie: project management, engineers etc...Sector specific outreach to find mentors so that immigrants can get further connected and bridge the gap for them in finding employment. Another source of employment, peer support and connections. The Connector Program (which is currently not funded) has great potential to address this issue as well.

6. ITEP – Update/Next Steps

Ian updated that we are still waiting to hear from Scotiabank Toronto as ITEP team presented to them on April 14. Next step is to present a demo of the technology. If they are not interested then we will regroup to determine the next steps.

- 7. Point of View Event –** Ian reported that the event in partnership with Immigration Partnership was a success. A sold event. John Stackhouse spoke to immigration/inclusion/youth and had some interesting examples about a few young manufacturers who are succeeding. It was a great opportunity to loop local employers in to this issue.

8. Update on Activity

- **HR Panel and Networking Event** to be combined into one event where the panel discussions will take place first and the networking event would follow.

Suggested locations: City of Kitchener rotunda or Holiday Inn Kitchener.
Cindy Tarasow will work on this event with Nora and Sandi Young who works for a local manufacturer in HR.

HR Panel: Nora is working with Cindy Tarasow and Sandi Young to line up HR reps from Finance, IT, Health Care, Manufacturing, Government, etc.. to talk about the current hiring trends in HR. This seminar will be for service provider staff and immi

9. **Next Meeting:** Wednesday, June 29, 2016

10. **Adjournment** – 1:35 p.m.

Minutes

Date:	Weds. June 29, 2016
Location:	Greater KW Chamber 80 Queen Street N, Kitchener
Time:	12:00pm-1:30 pm
Present:	Ian McLean, Elizabeth Arcila, Sheila McIntosh, Roberto Villamar, Jay Palani, Sherri McDermid, Pam Poole, Marian Rozman
Regrets:	Lisa Favero, Jeff Samolia, Tina Allishaw, Sherri McDermid, Carol Simpson, Rachel Villemaire, Chris Farrell, Gayle Horyn, Marilena Benak, Roberto Villamar, Hanan Awad
Guests:	
Staff:	Nora Whittington

1. Welcome, Introductions

Sherri McDermid and Pam Poole (new members to WSG)

Sherri is with Employment Service and Housing at Lutherwood and Pam Poole is the Director, Workforce Planning and Development at SRG

2. Approval of Minutes

- Minutes from May were approved

3. Round Table: News to Share

- Cindy Tarasow is no longer on the WSG group or Chairing IEAG as the distance from her home near Erin to Waterloo Region has been a challenge. She will continue to help IP from a distance on the HR event in the fall of 2016.
- Tim Callan from Agelic will be the new Chair of IEAG and will be attending WSG to represent that group.
- Syrian Refugee Information Sessions 'How To Find Work in Canada' will begin on July 12. This is being organized through the Employment Group as part of the Syrian Refugee resettlement initiative that IP has taken a lead in.

4. Internship – No report at this meeting.

Mentorship

- Mentorship sessions are twice a month with 5-10 per session
- 8- 9 new matches are arranged per month
- Speed mentoring event on hold until September.
- Specific industries needed: all types of engineering, project management, banking, business development/analysis and IT/software development; banking – customer services reps, branch managers..
- Mentorship Facilitator is in the process of communicating with PMI, CTT to establish collaboration between the programs.

5. Manufacturing and Key Industries Job Fair:

- A successful job fair. Pam Poole from SRG shared it was a valuable event for them to be involved in. They were glad to be part of it. Definitely a need to raise the profile of the manufacturing industry and to help these employers fill the gaps they are experiencing.
- Discussion re: overcoming the bias's (dark, dirty, dangerous) with the manufacturing industry. Suggested that Chamber (via Art) provide some names of manufacturing associations that could be contacted to source support and funds to launch an awareness campaign.
- Will need to set up a committee or work via the Workforce Planning Board to develop an awareness committee (depending on funds etc..)
- Pam Poole suggested that SRG could help as they offer 'Manufacturing Movement' a program they offer to educate and draw awareness to the manufacturing sector. SRG also has innovative ways ie virtual assembly etc. to show and test possible candidates. Pam to forward more information to Nora about this program.

6. ITEP – Update/Next Steps

- Met with Scotiabank in Toronto in April. They have come back to say that they are not able to support the next pilot at this time. It was very disappointing. Based on the fact that they did not see a demonstration, Ian contacted to see if the team would at least consider seeing the demo and can have a debrief. They are interested and now waiting on a date for the meeting. They could agree to a smaller version of the pilot and if not then we will move on to another sector ie: manufacturing or SME's. Sheila suggested the ITEP committee come together in the summer to discuss possibilities.

7. Update on Activity

- HR Panel (Sector Specific) and Networking Event. Committee's are formed and it will be held in November. Date to be confirmed. Suggested locations: Rotunda, Holiday Inn, Kitchener or the back in action Inn of Waterloo. Nora to connect.
- Event will include a panel of HR professionals who will share best practices, trends in recruitment, hiring and retention. Following the panel discussion there will be a networking event where employers will have displays and promote employment opportunities and talk about their organization..

8. **Next Meeting:** Wednesday, September 28, 2016

9. **Adjournment** – 1:05 p.m.

Minutes

Date:	Weds. September 28,2016
Location:	Greater KW Chamber 80 Queen Street N, Kitchener
Time:	12:00pm-1:30 pm
Present:	Ian McLean, Elizabeth Arcila, Sheila McIntosh, Roberto Villamar, Jay Palani, Sherri McDermid, Pam Poole, Marian Rozman, Carol Simpson, Tina Allishaw, Chris Farrell, Gayle Horyn, Paulina Cisneros, Brittney Emslie,, Janet Lehmann, Rod Friesen
Regrets:	Jeff Samolia, Rachel Villemaire, Marilena Benak, Roberto Villamar, Hanan Awad, Sheila McIntosh, Roberto Villamar, Sherri McDermid
Guests:	
Staff:	Nora Whittington, Michelle Martin, Tara Bedard, Pauline Peng

1. **Welcome, Introductions**

Welcome to Janet Lehmann, JW Sweid Foods and Rod Friesen, Carizon

2. **Approval of Minutes**

- Minutes from June were approved

3. **Round Table: News to Share**

- 1275 Syrian Refugee's to date and another 500 by end of the year. Critical time especially for employment. Lots of work to be done in this area. Reality is going to set in! Note: hospitality industry are looking for people where English language is less critical. Employers can't hire them if not prepared to work. Current English language classes are too full. This is not good!
- Tara has met with MP's in Waterloo Region. Concerns re: Syrian Refugee support has been expressed.
- MCC and the Working Centre are developing a program to support Syrian Refugee's re: employment. MCC is focused on Syrian Refugee youth. English language training is key. Some jobs don't require the English language but most employers are looking for it. Especially important when dealing with Health and Safety etc... Agreed that there has to be more investment with \$ into English language training.
- Manufacturing Day is October 7. Buses to employer locations are filling up. A well received event.Syrian Refugee Information Sessions 'How To Find Work in Canada' will begin on July 12. This is being organized through the employment Group as part of the Syrian Refugee resettlement initiative that IP has taken a lead in.
- FAST – a new program at Conestoga College to fast track people through programs. Flexible learning – within the year. Working with other service providers re: second career – this might be the perfect match.
- Small Business Centre has a partnership with Conestoga College to deliver 3 workshops on 'Starting A Business in Canada'.

- KW Multicultural Centre – program has a new name. Was Job Search Workshops and now Newcomer Pre-Employment Program. Will be running workshops called ‘My First Job in Canada’. Have funding for a new staff member to join the team to support the work and run these workshops.

4. **Internship** – Need referrals into the engineering and project management fields. Have an aggressive plan re: targeting SME’s (with Chamber’s support). Have had success with HR (although it has been an over saturated market)

Mentorship -

- Looking for mentors in engineering, HR, Food Technology
- Program is going well
- 10 people have found employment through this program 4 have gone back to school
- Target 100. 46 matched. Many are in interviews.
- Speed mentoring continuing
- Eva – Mentorship Specialist to attend next WSG meeting to give overview of Mentorship program.

5. **ITEP – Update/Next Steps**

- Scotiabank will not be participating in the next phase of ITEP dojo project. Suggested that WSG look at the Manufacturing Sector as the next option since manufacturers are looking for people. Carol Simpson did a bit of research around what programs or initiatives are happening to support manufacturers. (FPHC – food processing HR Council - \$20,000 wage subsidies per hire, Biotlent Tech - \$13,000 per hire). How do we partner with these groups? There are initiatives out there that we may be able to partner with or access funds for. Suggested that we not recreate but partner with others. Perhaps look at Magnet’s database program as an option. They just launched a partnership with Hireimmigrants.ca out of Ottawa. Is the current dojo the way to go or is there another approach? Ensure Communitech is involved as we move forward on this initiative. Nora to arrange a meeting with Ian, Carol and a few members of the ITEP committee (Sheila and Roberto) for October.

6. **Immigrant Mentorship Day**

- Carol Simpson and Nora met to discuss the possibility of hosting an Immigrant Mentorship Day in the fall of 2017. The Workforce Planning Board with an employer sponsor had delivered to the community for a few years the Disability Mentorship Day. This event is now being delivered by the March of Dimes. It has been a huge success and with this model in mind, we could deliver a day for immigrants to connect with employers. The Workforce Planning Board would project manage this event with ie: a committee of partners ie: Immigration Partnership, YMCA Mentorship Program. This one day event could build awareness of the current Immigrant Mentorship Program via YMCA. Carol

Simpson is going to prepare a proposal for submission for funding. The idea is that this event will build small. Disability Mentorship Day had 60 employer mentors last year. This has enormous potential and could be a model taken across Ontario. Ian suggested that this is a tailor made media event and he offered the Chamber's web camera and media support regarding this event in 2017. Carol to update group at the November meeting.

7. Community Action Plan – CAP Presentation

Michelle Martin from IP staff did a presentation of plans/direction for CAP and asked for the groups feedback/input into actions/directions going forward. On October 19 there will be a CAP Task Group meeting. WSG members encouraged to participate. After reviewing the analysis summary for the Work Pillar the group agreed that they would like to see simple actions and eliminate the strategic directions. It is too confusing. Need to have actions that are achievable. The group agreed the focus of WSG should be to look at 7.1 which is to 'develop a common access point for employers looking to hire immigrants.' A one stop approach is desired. Need a hub (a traffic cop, one landing place) approach – a place for information, talent, resources, frequently asked questions etc... ITEP technology may be part of this but not all of it. It is more than the technology.

Plans for CAP to have actions more tied into the vision. Further discussion at the October 19 meeting. November meeting there will be a review of the draft. Michelle will present then.

8. Update on Activity –

- **Tech Jam** – A big success. Approx. 700 job seekers and 60 employers.
- **HR/Networking Event** – November 22 at Kitchener Holiday Inn. Plans are well underway
- **The Art of Networking** – this event is being held just before the Chamber of Commerce Expo on October 18.
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9. Next Meeting: November 30, 2016.

10. Adjournment – 1:35 p.m.

**Minutes
SPECIAL MEETING**

Date:	November 30, 2016
Location:	Walper Hotel
Time:	12:00pm-1:30 pm
Present:	Ian McLean, Elizabeth Arcila, Roberto Villamar, Sherri McDermid, Carol Simpson, Tina Allishaw, Chris Farrell, Gayle Horyn, Janet Lehman, Rachel Villemaire, Marilena Benak, Roberto Villamar, Adria Joel
Regrets:	Jeff Samolia, Sheila McIntosh, Rod Friesen
Guests:	Theron Kramer, Dianne Boston-Nyp, Heather Rankin, Lynne Griffiths-Fulton, Marlene Meechan, Tim Callan, Wendy Adema, Tarek Alfara, Lil-Marie Myers, Lisa Wright, Carolyn O'Donnell
Staff:	Nora Whittington, Michelle Martin, Tara Bedard, Pauline Chen

1. Welcome, Introductions:

Theron Kramer (and Michelle Martin) who are facilitating the Community Action Plan (CAP) for Immigration Partnership welcomed everyone to the meeting. The sole purpose of this meeting was to review, discuss and select actions/priorities for the Work Pillar. IEAG members were invited to this meeting as well. Meeting was hosted by the Workforce Planning Board.

*see CAP updates/reports for outcomes of this meeting. To be circulated at next meeting.

2. Workforce Planning Board Update:

Carolyn O'Donnell from WFP –WWD presented a plan to launch a committee in Waterloo Region called Waterloo Workforce Development Committee. It will likely be later in the Spring. Dufferin has just been established. Guelph soon to come and Wellington will follow.

Reminder that Employer One survey will be launching beginning of January and will close the end of January.

3. Next meeting – end of January/17

4. Adjournment – 1:30 p.m.