


**ANNUAL
BROWNFIELDS JOB DEVELOPMENT AND TRAINING
GRANTEE MEETING**

Sponsored by: Hazardous Materials Training and Research Institute (HMTRI)  **HMTRI**
Under a Cooperative Agreement with the U.S. Environmental Protection Agency

Facilitators: Donna Day, Glo Hanne, Mike Senew – HMTRI

Location: Hilton Alexandria Old Town, Alexandria, Virginia



SESSION NOTES

Wednesday, August 26, 2009
6:00 p.m. – 8:30 p.m.



- 7:00 p.m. *Brownfields Job Development Initiative* – Mathy Stanislaus, David Lloyd, Myra Blakely, EPA Headquarters
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|------------------------------------|------------------------------------------------------|
| ✓ Background / History | ✓ How the Brownfields Initiative has evolved |
| ✓ EPA's commitment to job training | ✓ Brownfields job training and environmental justice |
| ✓ Current status | ✓ Where it's going |
| ✓ ARRA and traditional programs | ✓ Green job emphasis |
| ✓ Placement rates | ✓ Target groups |
| ✓ Announcements | ✓ What's next? |

The following “Message from Mathy Stanislaus” was emailed to all participants on 9/1/09.

EPA Brownfields Job Training Grantees -

I was really pleased to meet many of you at your training conference with HMTRI here in the Washington area. It was good to connect with you personally, and to hear your ideas and suggestions.

As I said, we want to hear from you all, toward our goal of continuing to improve the Brownfields Job Training Grant Program and our service to Brownfields communities. We will follow up on all of your suggestions, but I wanted to share some immediate thoughts on steps my Office will take:

- At the Brownfields Conference in New Orleans, LA, Nov 16-18, I will engage in some direct dialogue with several of the large engineering consulting firms (e.g. Shaw, H2M Hill, Langan Engineering, TetraTech, and others) to explore their broader use of our Job Training Grant graduates;*
- As we review of our assessment, cleanup, and revolving loan fund grant guidelines for next year, we will consider potential changes that could encourage more assessment and cleanup job hiring from our Job Training Grant graduates;*
- With your cooperation in keeping us posted on graduation dates, class sizes, and curriculum, we can help publicize your anticipated graduation plans in advance, both on our Regional websites, and through internet list service messages;*
- We will work with EPA, Office of Emergency Management, which falls under my purview, to determine what opportunities may exist for utilization of Job Training Grant graduates under disaster recovery programs.*

Again, thank you for your input, and I hope you found the training conference productive. If you have additional input, please feel free to contact me at gastanislaus@epa.gov, or you can contact David Lloyd (lloyd.davidr@epa.gov), Myra Blakely (blakely.myra@epa.gov), Joseph Bruss (bruss.joseph@epa.gov), or your Regional Job Training Coordinator.

Mathy Stanislaus, Assistant Administrator Office of Solid Waste and Emergency Response U.S. Environmental Protection Agency

8:25 p.m. *Green Jobs Initiative Homework Assignment* – Mike Senew, HMTRI

An overview / summary of responses to Green Jobs Initiative Homework Assignment may be found on the *Brownfields Toolbox* at <http://www.brownfields-toolbox.org/files/GreenInitiatives.pdf>.

Thursday, August 27, 2009
8:00 a.m. – 6:30 p.m.

8:10 a.m. *Large Group Session: Lead Renovation Certification* – Marc Edmonds, EPA Headquarters

Marc Edmond's PowerPoint was emailed to everyone on 9/1/09. It can also be found on the *Brownfields Toolbox* at <http://www.brownfields-toolbox.org/files/Brownfields%20Conf%20208-27-09.pdf>.

8:30 a.m. ✓ Salon AB *Green Jobs*
Joe Bruss, EPA

- ✓ creative entrees into other industries
- ✓ linking Brownfields to green economy
- ✓ what qualifies under this grant
- ✓ urban agriculture opportunities
- ✓ generating excitement in workers and community
- ✓ definition
- ✓ where to look for green jobs
- ✓ green job strategies

- Solar – Geothermal – Drilling rigs
- NJ – Wind energy – Phytoremediation
- Urban agriculture – ground / soil testing
- Importance of labor market assessment in your community
- Low impact development / design
- Weatherization & energy auditor (cool roofs)
- Water treatment facility operators – LEED
- Laborer / forklift / heavy machinery operators
- Looking at existing manufacturers
- Deconstruction / Recycling
- Emissions testing
- Horticulture / Landscaping
- Diesel retrofitting
- Hydro electric

8:30 a.m. ✓ Madison *Building Community Support / Partnerships / Advisory Boards*
Noemi Emeric-Ford, EPA

- ✓ engaging the industry
- ✓ outreach and recruitment strategies
- ✓ involving employers in training
- ✓ referral relationships with assessment grantees
- ✓ collaborating with community, state, region
- ✓ working with WIBs
- ✓ local hiring ordinances
- ✓ coordinating project partners

- Building support
 - Follow through, face-to-face, ensure integrity, have a liaison in community
- Employer support
 - Needs to be constant
 - Provide incentives
 - Facilitate discussions with financial folks in employer community to help and provide assistance
- Cities should partner with staff working in procurement
- Advisory board
 - Diverse (employers, WIA, unions, community representatives)
 - For curriculum development, employment, community outreach
- Intense screening to ensure retention

- Partner with city programs to get access with contractors and consultants
- Marry various training funds
 - Training to current employers open doors (city of Chicago and OAI)
 - DOL weatherization, WIA, etc.
 - Baltimore Green Jobs network all city agencies to work together
- Pre-screening for those with not-so-stellar past / resumes
 - Seek info on hiring from employers first
 - Build this and trainee responses in life skills, interviewing, turn negatives into positives
- Save dollars because getting drug tested through parole “have something to prove”
- Establish contract with trainees
- Drug testing done before enrollment and at end
- Use TANF as incentives
 - HUD Section 3 – use for getting employment
- Create career paths (wastewater, etc.) (city of Phoenix)
- Connections between job training and work source
- Rural areas – employment? Establish advisory group
- General Contractors Association, Building Departments, etc. for employment
- Ensure trainers are certified / qualified to teach / train
- Ensure neutrality with advisory board for future involvement, commitments, etc.
- For smaller / rural areas for employment, need to pursue employment beyond city limits
- Use city departments to provide training such as OSHA, CPR, and 40-hour HAZWOPER
- Contacting “right” people in employer (HR) or providing HR services for them. Timecards, etc.
- Work with city environmental departments
- Host career fairs
- Use city council (political support) to get unions involved
- Blend city and nonprofit support for community support and employment opportunities (WIB, unions)
- Outreach to lenders providing funds to contractors
- Attend “bidders” pre-bid meetings
- Contact city procurement offices for list of contractors
- Network at Brownfields National Conference
- Reach out to other cities
- Seek internships with local government (wastewater)
- Free internships

8:30 a.m.	✓ Washington Chris Lombard, EPA	<i>Recruitment / Screening / Student Assessment</i> ✓ policies for job readiness ✓ best practices ✓ outreach and recruitment strategies	✓ engaging industry ✓ aptitude and ability tests ✓ targeted populations
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Recruitment

- Dissemination of materials – extensive
- Public relation – nonprofits – academia
- Need to be careful with the message
- Target audience
- Faith-based organizations
- Word of mouth
- Second cycle easier
- Don’t promise jobs
- Careful who you select
- Community organizations do outreach

Screening

- Criminal background [live scan](#)
- Turf issues in the classroom

- Non-violent offenses – insurance bonds
- Random drug testing
- Ongoing encouragement (employers)
- TABE testing
- Contract compliance – city requirement
- \$1000 rebate for anyone who hires graduates
- Mandatory orientation
- Rank based on interview and application
- Stress pre-apprenticeship program
- Integrate local program
- Sponsorship

Assessment

- TABE / CASAS
- Ability to benefit
- Interview
- Application
- Wiring skills test (Why do you want to be in this program?)
- Physical exam – pulmonary function skills
- Onsite physical check – early in process

8:30 a.m. ✓ Jefferson *Resources – Financial, Nonfinancial, Technical*
 Sharon Beard, NIEHS ✓ funding for prohibited costs ✓ other funding agencies/sources
 ✓ sources for technical support ✓ leveraging resources effectively
 ✓ resources for special and/or targeted programs (youth, women, veterans, etc.)

- HUD
 - Elderly handicap housings
 - 202 – sponsor grant
 - Tenant’s rent – HUD pays %
 - Nonprofits
 - Youth build – construction, new nonprofits
- EPA
- DOE
- DOJ
- DOT
- DOL
- NIH
- Department of Education
- Robin Hood Foundation
- Ford
- Wienberg
- Trust
- Foundation Lib.

10:00 a.m. ✓ Salon AB *Working with Employers / Placement / Jobs in the Field*
 Kathleen Curry, EPA ✓ needs assessment ✓ engaging industry
 ✓ matching employers with trainees ✓ techniques for placement of graduates
 ✓ networking as a strategy ✓ post placement
 ✓ tracking graduates ✓ shorter contracts, lower pay
 ✓ local hiring ordinances ✓ barriers to employment
 ✓ employer marketing strategies

- Grantees need plan for placement – Where are the jobs?
- CBO’s, labor, business

- Reach out to community
- Find students
- Find jobs
- Trade groups (labor unions)
 - Train workforce
 - Hiring
 - Partnerships
 - Skill sets – needs
- WIB
 - Recruitment
 - Commitment
 - Dollars
 - Life skills / job readiness
- Community college / technical college
 - Life skills
 - Remedial skills
 - Resume preparation
 - Technical training
 - Profile / template
 - Assessments
- Have to know the people you are going to place
- Must have multiple pathways to employment
- Participate in business advisory council
- Meet with advisory committee
- Have companies come to class
- Help to improve their bottom line (business-like approach)
- Same employers from last year may not be the same this year – BE PROACTIVE!
- Employees – role?
- Employers – network, jobs, skill sets needed
- Municipality (state / federal) – incentives to hire / jobs
- Grantees – plan
- CBO
- Trade groups / labors
- WIB
- Department of Health
- Local emergency planning committee
- FBO
- Industry / business
- COC
- Internet

10:00 a.m. ✓ Madison *Sustainable Programs*
 Jeff Barnett, EPA ✓ recommended components ✓ component sources
 ✓ barriers and solutions ✓ trends
 ✓ effects of current economy
 ✓ continued engagement from graduates, employers, and community
 ✓ collaboration with other stimulus strategies for job creation

STRENGTH

St. Nicks, 10 yrs, 400+ trained, 85% placement

NJ Youth Corps, strong model to start

WEAKNESS / CHALLENGE

Economy change caused chasing jobs / diverse geog.

Funding sources change / can change mission / avoid losing focus

Civic Works, let employers drive program

Tacoma, leveraging partner, support / multi-Programs, 80% placement

Until now...

Miami, new

Managing resources effectively, permanent Employment

Canton, collaboration, integration with leaders

NY, communication amongst trainees

NYE, new and rural, funded through local govt, established program & structure

Linking employers / jobs in wide geography / job market slump / budget deficits & cuts

Durham, started with community support & continues Early success is/was crucial

Camden, AR, HR manager of city – recruiting / Word of mouth spreads the success

Educating employers to understand work ethic of program graduates, realize short-term employment is an opportunity, not a problem

Sustaining / sustainability

- Success can beget sustain
- Smoothing the funding process to focus on jobs, not just funding
- Evolving the programs to keep pace with needs of market (asbestos to solar)
- Challenge of marginalized demographics and jobs – will always be with this effort
- Employer involvement in real time
- TANF funding! Written into state plan with annual funding (NJ Youth)
- WIA / WIB's can open doors and fund people / training, state level for Brownfields – not local WIB, federal CHAFEE dollars

Barriers to sustain

- In challenged economy
- graduates are continuing with education and not working which hurts placement rate
- unemployment checks finance school vs working (jobs are scarce anyway)
- two-year grant is too rushed in bad economy to build sustainability – done and gone before the markets turn

10:00 a.m.

✓ Washington
Doug Feil, HMTRI

Certifications / Curriculum

- ✓ developing curriculum
- ✓ new Brownfields curriculum
- ✓ sources of actual curriculum

- ✓ course design and implementation
- ✓ underground storage tank certification
- ✓ recommended certifications

Certifications needed today:

1. CDL class A with hazmat
2. Heavy equipment operator
 - a. Bobcat operator
 - b. Forklift
3. Mold remediation
4. Lead abatement
5. Asbestos abatement
6. Awareness training
7. Weatherization
8. Underground storage tank removal (private and commercial)
 - a. Can pull tanks to take soil samples below tanks

Curriculum:

- IEH
- Meet background of instructor
- Level of student – new? advanced?
- Prioritize to local needs
- Students need to be proactive in getting CPR, driver’s license
- Meth lab
- OAI – meth lab training
- Southeast – Phase I training, high speed rail
- 300 hour and greater
 - Recognize may not stay full time of course
- Make it hard to get into the program making them accountable
- Some students do not have a GED or life skills
- Do one-on-one counseling
- Reading comprehensive testing
- Have a core program, then have specialized tracks
- Missing classes have a case manager
- Be very selective on who comes in as a trainee
- Train students in green. How to set up this type of curriculum?
- Pilot projects – see what will work or not work
- Video *The Greening of Southie*
- E-waste in training program
- Link to a plus certification
- Have an advisory committee or council to assist in creating curriculum
- Put CHMM link on the *Toolbox*

10:00 a.m. ✓ Jefferson Wally Woo, EPA *Student Retention / Student Support*
✓ employment supports for graduates ✓ transportation issues
✓ criminal backgrounds ✓ gaps in work history
✓ best practices

- Tracking of graduates / systems in use
- Criminal background or otherwise – how to place / retain in training
- Short-term duration projects
- Life skills – how do they get enrollees through?
- How to get into part-time jobs / retention
- Working in temp agencies
- Background check systems / more inclusive
- How to prevent graduates from burning bridges with employers

11:30 a.m. Large Group Session: *ACRES Training* – Rachel Lentz, EPA Headquarters; David Shellard, Mark Vogelgesang, SRA

SRA’s PowerPoint was emailed to everyone on 9/1/09. It can also be found on the *Brownfields Toolbox* at http://www.brownfields-toolbox.org/files/JT_ACRES%20Training_Aug%2009.pdf.

2:45 p.m. ✓ Salon AB Joe Bruss, EPA *Green Jobs*
✓ creative entrees into other industries ✓ definition
✓ linking Brownfields to green economy ✓ where to look for green jobs
✓ what qualifies under this grant ✓ green job strategies
✓ urban agriculture opportunities
✓ generating excitement in workers and community

No notes from this session

2:45 p.m. ✓ Madison *Building Community Support / Partnerships / Advisory Boards*
 Noemi Emeric-Ford, ✓ engaging the industry ✓ working with WIBs
 EPA ✓ outreach and recruitment strategies ✓ local hiring ordinances
 ✓ involving employers in training ✓ coordinating project partners
 ✓ referral relationships with assessment grantees
 ✓ collaborating with community, state, region

- How to enhance job placement?
- Engaging employers – how and when?
- Permanent placement – strategies to employ?
- Community college with 2-year environmental curriculum (Tacoma)
- Educating industry
- Engage industry? And green industry...
- Use union (Portland women’s boot camp set up by union)
- How can EPA help?
- Life skills – anger management
- (Richmond) partner with organization to provide housing
- (University of Shreveport) group meets quarterly – ARC and job training grants
- Create permanent benefits in community – how? What works? Job trainee get access
- New ideas on partnerships – how?
- NJ Youth Corp – High school dropouts – provide transition services (college, etc.)
- Use business owners as trainers
- Invite employers to training site and graduation
- Use employers as speakers in training
- Talk with cities to get information into RFPs
- (in NJ Local union 55) Laborer unions forming around weatherization
- Host job fair in middle of training to let employers talk with trainees – helps with retention
- Host a job fair at the end as well / graduation
- Send out DVD’s of program in advance
- Word of mouth from participants for employment opportunities – LEARN, EARN and GIVE BACK
- Establish and maintain good relationship with employers
- Advisory council help with curriculum development – government employers
- Diverse employment – strategies, consider everything as a job – think broadly
- State Brownfields conference, Chamber of Commerce
- Internships with city departments, businesses, associations
- Mentorships
- Training program becoming licensed construction entity for job
- Partner with utility company
- Use economic stimulus funds to attract environmental industry
- Partner with larger company (Lowe’s, Home Depot)

2:45 p.m. ✓ Washington *Recruitment / Screening / Student Assessment*
 Chris Lombard, EPA ✓ policies for job readiness ✓ engaging industry
 ✓ best practices ✓ aptitude and ability tests
 ✓ outreach and recruitment strategies ✓ targeted populations

Policies for job readiness:

- Orientation
- Plan start date
- Weekly info seminars – set time (1 hour)
- Set tone (speak their language) (you need us)
- If you live in a gray area, this is not the place for you
- Info to community agencies

- Early is on time, on time is late, late is unacceptable
- PSAs, flyers, job fair
- TABE, CASAS, industry TABE, vocational foundation
- Prepare for attrition
- One-on-one interview or panel interview
- Documentation required
- Red flags:
 - Drug problems
 - Childcare
 - Transportation
 - Program junkies
 - Sobriety (length of time)
- Treat it like a job
- Dress
- Emphasize this is not free
- Keep alumni involved
- People screen themselves out
- Manage expectations
- Signed agreement
- Capture their attention
- Test
- Environmental staffing agencies

Engage industry:

- Invite known employers to info sessions
- Include industry in program
- Advisory board members train
- Partnerships with municipalities
- Environmental business council

2:45 p.m. ✓ Jefferson *Resources – Financial, Nonfinancial, Technical*
 Sharon Beard, NIEHS ✓ funding for prohibited costs ✓ other funding agencies
 ✓ sources for technical support ✓ leveraging resources effectively
 ✓ resources for special and/or targeted programs (youth, women, veterans, etc.)

- Federal: EPA, NIH, DHHS, ACF, CED, DHS, DOT, DOE, DOEdu, EDA, DOC, FEMA, DOL, HUD, DOI
- State: WIB's, ESC
- Local (city / county): Foundations (Ford, Prud. Etc.)
- Private donations
- CFDA?
- Grants.gov
- Recovery.gov
- Foundationcenter.org
- NIH guide for contracts and grants
- HUD grants
 - CDBG
 - BEDI
 - HOPE 6
 - Weatherization
 - CPD
- Contractors – low income 1st hire ordinances for development
- DOE / HUD – weatherization
- CPD – community planning

4:15 p.m.	✓ Salon AB Lynn Logo-Keepers, George Paffendorf, NJ Youth Corps	<i>Working with Employers / Placement / Jobs in the Field</i> ✓ needs assessment ✓ matching employers with trainees ✓ networking as a strategy ✓ tracking graduates ✓ local hiring ordinances ✓ employer marketing strategies	✓ engaging industry ✓ techniques for placement of graduates ✓ post placement ✓ shorter contracts, lower pay ✓ barriers to employment
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Successes

- Administer the assessment grant and training grant
- Employer advisory group
- Use of employer network to hire
- Marketing of students to employers
- Trainers refer participants of their own employers
- Working with and talking to unions
- Challenge this year to convince employers to hire Brownfields graduates
- Include employers early in grant process – ongoing contacts

Early steps

- Network with employers for advisory / employment leads
- That process began the marketing of graduates
- Employers input into curriculum
- Using additional certifications and skill sets that employers can use on a single site
- Construction safety monitors
- Connect employers to graduates by sharing access to jobs through bid process to meet MBE / WBE
- Connect with city contract compliance offices for hiring
- Cities – the pressure is on for economic development – tie in to Brownfields
- “Green” jobs – need to prepare for longer-term employment outlook – beyond 2 years of weatherization, for example
- Add educational component about green jobs
- CDL important to employers

4:15 p.m.	✓ Madison Jeff Barnett, EPA	<i>Sustainable Programs</i> ✓ recommended components ✓ barriers and solutions ✓ effects of current economy ✓ continued engagement from graduates, employers, and community ✓ collaboration with other stimulus strategies for job creation	✓ component sources ✓ trends
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- Anniston – continuing the opportunity for potential new workers
- Baltimore – connecting job training with WIA / WIB
- Detroit – innovation; doing it and keeping it going
- Shreveport – staying current with training needs and courses to keep up with economy
- Civic Works – surviving economy and moving into new green economy
- WVU – big picture: community and economic development through training and jobs – sustainability in community

Burning issues in sustainability:

- Capacity building
- Learning and talking workforce lingo
- Master and maintain links and relationships
- Funding sources for capability to do the detailed efforts, grants programs
- ABLE / local foundations accept unsolicited proposals
- Two years / \$200K awarded in the middle of construction season creates a rush and ineffective implementation – short term should be 3 years / \$300K

- Job training is too small a part of Brownfields to gain fully viable traction – more funding would make it more effective nationally
- Recycle closed out ARC grants into additional job training funding
- Where are we going with this?
- Is EPA linking EPA Brownfields job training a Green Build Conference?
- Linking educational institutions to community development corporations and their efforts
- Visioning
- Vision to action
- University architect department did free visioning in Baltimore at Randallstown
- Taking your fate in your own hands – creating your own jobs
- Take ownership of Brownfields sites and apply for clean up grants
- Work with CDCs to do the same
- Start temp firms / companies to employ your own graduates like Young Community Developers

4:15 p.m.	✓ Washington Doug Feil, HMTRI	<i>Certifications / Curriculum</i> ✓ developing curriculum ✓ new Brownfields curriculum ✓ sources of actual curriculum	✓ course design and implementation ✓ underground storage tank certification ✓ recommended certifications
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No notes from this session

4:15 p.m.	✓ Jefferson Wally Woo, EPA	<i>Student Retention / Student Support</i> ✓ employment supports for graduates ✓ criminal backgrounds ✓ best practices	✓ transportation issues ✓ gaps in work history
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No notes from this session

5:45 p.m.	Large Group Session: <i>Updates and Wrap up</i> – ALL ✓ HMTRI Updates: <i>Brownfields Toolbox</i> Web site Professional Learning Communities (PLC) Grantee ListServ and Outreach ListServ		
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The updated *Brownfields Toolbox* is now live. Please visit <http://www.brownfields-toolbox.org/>.

Members of the HMTRI Professional Learning Community (PLC) meet through a conference call every two weeks to discuss issues related to the development of a Brownfields job training program. More details can be found on the *Brownfields Toolbox* at http://www.brownfields-toolbox.org/upload_documents/Announcements/PLC_application.pdf.

An updated participants list was emailed to everyone on 9/1/09. If you did not receive it, please contact Glo Hanne at ghanne@eicc.edu.

The Brownfields Grantee ListServ has been updated to include all grantees who were not already a member before this year's meeting. You should have received emails that were posted to the ListServ during September 2009. If you have not received them, please contact Glo Hanne at ghanne@eicc.edu.

The Brownfields Outreach ListServ has been updated to include all PLC members. You should have received emails that were posted to the ListServ during September 2009. If you have not received them, please contact Glo Hanne at ghanne@eicc.edu.

