

Community Benefits Ad Hoc Working Group #1 (Hiring, Recruitment and Retention)

June 29th, 2023 (Meeting # 7)

Agenda

ITEM	LEAD	TIME (mins)
Welcome Land Acknowledgement African Ancestral Acknowledgement	Matt – Working Group (WG) Chair	5
Working Group #1 Purpose, Membership / New Members	Matt – WG Chair	5
Working Group #1 Updates, Piloting, Hiring Opportunities	Matt – WG Chair	10 - 15
Collaboration Survey	Matt – WG Chair	5
Discussion (Breakout Rooms)	CBU Team (Facilitators)	35 - 40
Breakout Room Report Back & Group Discussion	All WG Members	15 - 20
Wrap Up / Next Steps – Thank You	Matt – WG Chair	5

Land Acknowledgement

We acknowledge the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississaugas of the Credit."

African Ancestral Acknowledgement

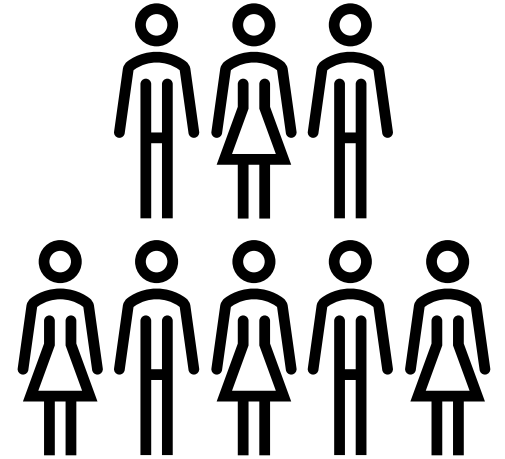
The City of Toronto acknowledges all Treaty peoples – including those who came here as settlers – as migrants either in this generation or in generations past – and those of us who came here involuntarily, particularly those brought to these lands as a result of the Trans-Atlantic Slave Trade and Slavery. We pay tribute to those ancestors of African origin and descent.

Working Group 1: Purpose (Review)

The purpose of Community Benefits Advisory Group Ad Hoc Working Groups is to create a space to dive deeper into problem solving on a range of key challenges related to community benefits implementation.

Strategic partners represented on the Community Benefits Advisory Group may opt to join more than one working group with up to two representatives per strategic partner.

**Working Group 1:
Community Benefits Hiring, Recruitment and Retention**



Working Group # 1: Membership

CEE Centre for Young Black Professionals – Shine
RESCON – Amina & Ahd
Toronto Community Benefits Network – Kumsa & Jane
Provincial Building/Construction Trades Council – Adam
Economic Development and Culture – Candice
Social Development, Finance and Administration – Michelle
Carpenter’s Union – Chris
United Way of Greater Toronto – Fabio
Purchasing Materials & Management Division – Diana & Olivia
Daniels Corporation – Fatima
Caribbean African Canadian Social Services - Floydeen
BBPA – Janelle & Francis
ACCES Employment – Gabriela & Paul
Toronto Employment & Social Services – Sarah & Yvette

Toronto District School Board - Elvy
COSTI – Sindy & Isaac
Tridel – Asal
Context Developments – Kemet
Miziwe Biik – Mike
Metrolinx – Cecille
East Scarborough Storefront – Maddy
LiUNA Local 506 – Merissa
The Career Foundation – Christina
Labour Education Centre – Steve
Indigenous Affairs Office – Selina
Afro Canadian Contractors – Stephen & Sephton
Humber College – William
Toronto Community Housing Corporation – William

Welcome - New working group organizations or representatives:

RESCON, BBPA, COSTI, Toronto Employment & Social Services, Afro Canadian Contractors Association

Working group members moving on:

Mike (Miziwe Biik) and Adam (Provincial Building/Construction Trades Council)

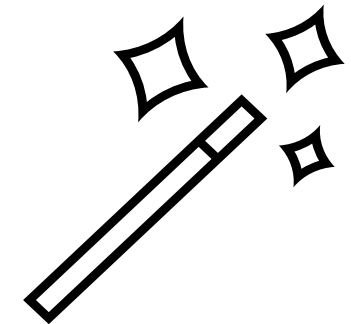
Working Group 1: Progress Since Last Meeting

Feasibility and Validation was completed (fall 2022 / early 2023) through targeted engagement with a multitude of stakeholders both inside and outside of WG1 (Contractors, Developers, City Partners, Project Managers/Leads, Social Enterprises, External Organizations and tables/networks etc.) to determine: what works, what doesn't, improvements required for tools, templates and processes.

The following prototypes (tools) from Working Group 1 were part of the feasibility and validation testing:

- Professional, Administrative, Technical (PAT) Labour Forecast
- Community Benefits Project Specific Working Group
- ESP List / Map (guidelines)
- Workforce Intermediary (WI) Approach and Roles.

Result: Pilot-Ready Community Benefits Toolkit in 2023



Working Group 1: Workforce Intermediary Update

Objectives:

- Supports contract holders (e.g., developers, contractors, suppliers) to meet their hiring targets
 - Provide tools, templates, and best practices
 - Facilitate relationships between contract holders and employment service providers
 - Helps City initiative leads and project managers with achieving accountability
- Consultations with key stakeholders in late 2022 for feedback
- **Courtney is the Workforce Intermediary for IMIT, HousingNow, Toronto Community Housing**
- **Matt is the Workforce Intermediary for Social Procurement Program**

Piloting Now: Workforce Intermediary & Toolkit

New implementation approaches

- **Workforce intermediary approach, roles and responsibilities**
- **Project Specific Working Group approach, roles and responsibilities**
- Equity data pilot project with LiUNA 506

Templates, tools, guidelines

- Community benefits glossary, terms and definitions
- Project assessment tool
- **Labour forecasting templates for PAT hiring** (Professional, Administrative, Technical) and construction hiring
- **Guidelines to connect employers (contract holders) with employment service providers (ESP List)**
- Construction hiring and target (%) validation process

Data tracking and reporting

- Monitoring and evaluation framework, includes outcomes and indicators, data tracking tools and reporting templates

Workforce Intermediary Approach, PAT Labour Forecast Template and Guidelines to connect employers (contract holders) with employment service providers are attached specifically to Working Group 1.

Pilot: Hiring Opportunities (Current & Potential)

What opportunities are we seeing (early on) for Pilot sites?

- Guest Services Ambassador
- Retail Sales Associate
- Photo Port Associate
- Food Services Associate / Line Cook
- Potential WFD activities (hiring events, engagement opportunities)
- Housekeeping Attendant
- Security Liaison
- Administrative Related
- Carpenters
- Co-op opportunities

What are opportunities we expect to see? *(examples only)*

Various Professional, Administrative, Technical and Construction opportunities - Security Guard, engineers, Carpenters, crane operators, cement finishers, electricians, rodmen, plumbers, pipe layers,

Collaboration Survey

Factor:	Score:
Favourable political and social climate	4.2
Members share a stake in both process and outcome	4.2
Mutual respect and understanding	4.2
Appropriate cross section of members	3.9
Shared vision	3.8
Multiple payers pf participation	3.7
Members see collaboration of being in their self-interest	3.7
Open and frequent communication	3.7
Continuous learning	3.5
Flexibility	3.5
Concrete, attainable goals and objectives	3.3
Development of clear roles and guidelines	3.3
Sufficient funds, staff, materials and time	3.2
Appropriate pace of development	3.0

Discussion: Breakout Rooms (40 mins)

<p style="text-align: center;">Discussion (35 – 40 mins): ESPs / Community Partners / Social Enterprises</p>	<p style="text-align: center;">Discussion (35 – 40 mins): City Partners / Employers / Unions</p>
<ol style="list-style-type: none"> 1. Briefly introduce yourself (name, role, agency, organization) 2. What are some of your 2023 WFD programs that could connect to CB hiring? (think Construction/Trade/PAT opportunities) 3. How do you (your organization) see yourself contributing to the Community Benefits hiring process? (working with the Workforce Intermediary) 4. What is one learning or best practice you want to share on building strong relationships between your ESP and an employer? 	<ol style="list-style-type: none"> 1. Briefly introduce yourself (name, role, agency, organization) 2. What are upcoming recruitment or hiring opportunities (Construction/PAT) that are attached to projects within your organization that have community benefits (CB) requirements? 3. How do you (your organization) see yourself contributing to the Community Benefits hiring process? (working with the Workforce Intermediary) 4. What do you need to enable you to increase CB hiring on your projects or organization? (Employer, City division or Union)

Report Back & Group Discussion (15-20 mins)

Before we dive into a group discussion let's do a breakout session report back....

Group Discussion (15 – 20 mins)

1. What's missing from our breakout room discussion today?
2. What are some of the assumptions we are making within these discussions?
3. What are some of the risks with respect to what was discussed?

Before we go – We want to hear from you....

What are you hoping to get out of coming to this working group in the next year?

Working Group 1: Next Steps

- Continue to pilot test CB toolkit on engaged City projects with CB requirements
- Develop new opportunities to pilot test CB toolkit through continuous engagement with City Divisions
- Problem solve sticky pilot implementation issues via targeted 1:1 or group sessions with WG members
- Next WG 1 meeting scheduled for October 2023 – more details shortly