

Executive (Management) Meeting Minutes

Thursday, February 2, 2023

Location: Virtual Meeting – Zoom

<https://us02web.zoom.us/j/81801784882?pwd=c1JvT3ZNTE9KVXQzSGIYVFp5RDNVQT09>

QUORUM PRESENT

1. **CALL TO ORDER:** The meeting called to order by the Board Chair, Mr. Joe Lovetere at 3:05 p.m.
2. **ROLL CALL:**
Present: Suzanne Fernandes–*Past Chair*, Joe Lovetere–*Chair*, Mary Waldron–*Clerk*, Linda Sacchetti and Tom Thibeault
Absent: *Paula Martel*–Vice Chair*
Staff: Jason Hunter, Michele Ahern, Patricia Garcia, Lorraine Albert, David Vincent, and Rachel Cherry-Adams
Ex-Officio: John Murray, MassHireGBCC
Guest(s): Craig Kennedy, MassHireGBCC
***Bold** = excused absence
3. **REPORTS,**
 > **MINUTES:** Review of Prior Meeting Minutes January 5, 2023.
 • A motion made (Mr. Tom Thibeault) and seconded (Ms. Linda Sacchetti) to approve the January 5, 2022. **The Executive Committee approved the January 5, 2023, Meeting Minutes.**
FINANCE
 ○ **FY23 Budget Review, MassHireGBCC – Mr. Craig Kennedy**
 Mr. Craig Kennedy presented FY2023 budget to date (for January 2023)
 - There is not a lot that is new.
 - Updates/Notifications: Partners infrastructure – coming in – no contracts yet (4 of them).
 - DTA, DVOP, DPP – combined this year.
 - Trade – new contract coming.
 - Trainings: Adult \$6,300 left and DW down to \$9,000.
 ○ **FY23 Budget Review, MassHireGBWB – Ms. Michele Ahern**
 > Ms. Michele Ahern presented FY2023 budget to date for the MassHireGBWB – January 2023
 - Expenditures at 48%.
 - WIOA Youth at 52%.
 - MA DCS Monitoring – scheduled April 24-28, 2023; prep work in the works now.
 - Year-Round and Summer Jobs grants – out for RFP; MassHireGBWB meeting internally for Funding for next Fiscal year.
 - Anstiss Auditor – meeting Executive Committee in March 2023.
 - Partner Grants and HISSUP will be added next month to budget.
 ○ **RECENT AND UPCOMING CURRENT EVENTS AT MHGBCC/Programmatic update**
 > **Updates**
 - Monitoring next week – MassHireGBCC working with MassHireGBWB office (Ms. Patricia Garcia and Mr. Jason Hunter) in sending documents to MA DCS office.
 - Staffing – Mr. Murray indicated that there are two (2) Career Counselors needed at the Career Center currently.
 - Mr. Murray added that there has been an uptick from Business being on site at the 34 School Street facility.
 - ✓ Upcoming:
 - > February 7 – A performance food company [Taunton] 12:00N,
 - > February 7 - CNA/HHA 11:30A
 - > February 13 – Department of Corrections 10:00A-12:00N
4. **MassHireGBWB Committee Update**
 > **Training Opportunities/Current Trainings**
 - Highlights:
 - > Last CNA by Brockton Adult Learning (ALC) training coming to an end next Month (March 2023).
 - > Finance & Banking– Adult class coming up in spring 2023 per Mr. Hunter.
 - > CDL – grant awarded to MassHireGBWB; contract received this week.
 - Two (2) slots for CDL-A already filled.
 - Training for 32 CDLs until end of next year (working with partners).
 - > Next BHWI Cohort Starts on June 5th! --Boston Children's Hospital will be back on March 6th at 10am to recruit for their next cohort.

➤ Lean Manufacturing for incumbent worker coming back soon (June 2023).

➤ **MassHireGBWB Youth Services/Program & Training Updates – Mr. David Vincent**

- Mr. Vincent indicated recently there has been a lot of traffic through the MassHireGBWB Youth Center. Kudos to Mr. Michael Joseph and other staff working on employer engagements.
- Media Mogul Program – Starts February 2023 for 6 weeks [in partnership with DTA].
- The next Bank Teller Program will be starting soon for ages 18-24.
- Year-Round Summer Jobs RFP is due February 17th to CommCorp.
- Training in collaboration with other MassHires and South Shore Votech for carpentry and HVAC.
- MA DCS Monitoring coming up for MassHireGBWB Youth Center (with Ms. Judy Bower, DCS).
- Follow-up to Young Adult Initiatives Committee meeting January 11th – Our Guest Speaker was Mr. Darryl Huggins, Program Director – BAMSI Young Adult Access Center-Brockton. The YAIC group was engaged. The Youth/YAIC are growing.

➤ Executive Director Report – *Mr. Jason Hunter*

- Board Recruitment/ MassHireGBWB is working on open Board seats (Ms. Sheila Sullivan-Jardim along with Mr. Joseph Lovetere). Ms. Sullivan-Jardim will be with the City of Brockton's Auditor, Ms. Karen Preval this month.
- Update: Apprenticeship Model – Child Development Associate Program (partnership of Self-Help, Inc. UMass Donahue Institute and Head Start).
- Office IT Update: Wireless network in MassHireGBWB Youth Services Department offices with help from the HubTech (Chair, Mr. Joe Lovetere office) team.
- The MassHireGBWB Executive Board meetings: Continue in Zoom format or in-person?
- STEM Exploration Event- March 22, 2023 @ BSU 9:00 AM-2:00 PM.
- CAP Career Day Conference – April 13, 2023 @ Teen Challenge Brockton 8:00 AM-1:00 PM.
- Construction Career Day May 12, 2023 @ Massasoit Community College 9:00 AM-1:00 PM. The North Easton Savings Bank will be hosting the luncheon again this year per Board member, Ms. Suzanne Fernandes.

➤ Future Venture/Day Care– *Ms. Lorraine Albert*

- Board member, Ms. *Mary Waldron* would like to have Board discussion about critical Day Care issues.
 - ✓ *Apprenticeship*

5. **ADJOURNMENT** – There was no other business, the meeting adjourned at 3:47 p.m.

Next Meeting: March 2, 2023