

Executive (Management) Meeting Minutes

Thursday, January 5, 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 3:04 p.m.
2. **ROLL CALL:**
Present: Joe Lovetere–*Chair*, Mary Waldron–*Clerk*, Paula Martel–*Vice Chair*, Linda Sacchetti and Tom Thibeault
Absent: Suzanne Fernandes–*Past 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 December 1, 2022.
 • A motion made (Mr. Tom Thibeault) and seconded (Ms. Paula Martel) to approve the December 1, 2022. **The Executive Committee approved the December 1, 2022, Meeting Minutes.**
FINANCE
 ○ **FY23 Budget Review, MassHireGBCC – Mr. Craig Kennedy**
 Mr. Craig Kennedy presented FY2023 budget to date (for December 2022)
 - The current expenditures are as expected for this time in FY2023.
 - Two contracts ended this month: Behavioral Health (\$9,259.26) and Manufacturing (fully expended).
 - New Contract: - Apprenticeship; the MassHireGBCC is working the New Bedford WIB/CC.
 - Lastly, the Partners' contracts are expected soon.
 - Question re: Carry-in; the 20% waiver – Is this always waived or was it just for COVID?
 ○ **FY23 Budget Review, MassHireGBWB – Ms. Michele Ahern**
 > Ms. Michele Ahern presented FY2023 budget to date for the MassHireGBWB – December 2022
 - Carry-in spent [Admin].
 - WIOA Youth at 44% expended - \$358,671.
 - CC Monitoring – Final letter delivered to the MassHireGBCC, no issues.
 - Shannon Grant – Ended December 31, 2022.
 - Behavior Health – Ended December 30, 2022.
 - Anstiss Auditor – The MassHireGBWB is in constant contact with the auditors; presentation by them in February 2023.
 - Monitoring by State/DCS in April 2023?
 - Question re: Spend-down/carry-over; Use of monies for initiatives, e.g., seminars, hoisting or other programming.
 ○ **RECENT AND UPCOMING CURRENT EVENTS AT MHGBCC/Programmatic update**
 > **Updates**
 - MassHirewGBCC recruiting for programs.
 - ✓ Welding Cohort – April 202; 10 students
 - ✓ Training/Arts Program – starts January 30, 2023: Culinary Arts [Working with Southeastern Technical and Southshore Vocational].
 - ✓ The Mass Internet Program continues until June 2023 – Chromebooks for eligible customers.
 - ✓ Question re: Chromebook Initiative – Can it be levered for the customer(s) to give feedback back to us so that some data can be available readily? And do they (customer) give their personal email address?
 - Mr. Murray indicated that onsite customers have increased with the MassHireGBCC recruitments monthly thus far.
 - Status/Onsite recruitments December 2022:
 - ✓ Behavior Health
 - ✓ Children's Hospital
 - ? regarding low unemployment rate for Brockton area – The customers are coming into the CC because they are unemployed per Mr. Murray.
4. **MassHireGBWB Committee Update**
 > **Training Opportunities/Current Trainings**
 - Highlights:

- ✓ Mr. Hunter indicated that trainings are in a lull at this time.
- ✓ CTI – in the recruitment process currently.
- ✓ CDL Initiative – continuing in its 2-yr contract with 30 CDL trainees; active February 15, 2023.
- ✓ CNA class – SouthCoastal.
- ✓ The Healthcare Lab (2nd Floor) utilization/ with Brockton Adult Learning – Class has finished (December 2022); Now students are in their clinicals.
- ✓ Mr. Hunter indicated that the MassHireGBWB is still working with the Boston Children's Hospital.
- ✓ Workforce Training Fund (WTF) Information Session be coming soon with the Brockton Redevelopment Association and local businesses. The MassHireGBWB will be the lead (Ms. Lorraine Albert and Mr. Jason Hunter) and the Massasoit Community College will be the trainee.
- ✓ Question re: Training for Electrical Vehicles; what are hearing about interest? **Mr. Hunter will follow-up.**
- ✓

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

- Bank Teller/Youth training – February 13, 2023 [Ms. Hironidina Barbosa – MassHireGWB, Youth Services.
- Media Mogul Program – **Flyers will be sent out soon to the Board.**
- MassHireGBWB working with SouthShore Votechnical on culinary programing.
- Mr. David Vincent highlighted partnership with the MassHireGBCC offices –CCS program at CC, adults, and youth.
- Notification Summer Jobs/Year-Round RFP Grant – submittal date February 17, 2023.
- DCS Monitoring coming up (with Ms. Judy Bower).
- Young Adult Initiatives Committee meeting next week, January 11th (Mr. Michael Joseph, facilitating).
- CEO, Inc. [Shannon Programming] – Testimonial {Alisha} – This young person learned a lot through this program. She landed a Secretary position. – **This information will be put on the MassHireGBWB website.**

➤ Executive Director Report – *Mr. Jason Hunter*

- 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 22nd BSU
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- Construction Career Day May 12th)

5. **ADJOURNMENT** – There was no other business, the meeting adjourned at 3:53 p.m.

Next Meeting: February 2, 2023