

**\*\*\*DRAFT\*\*\***

## **Executive (Management) Meeting Minutes**

**Thursday, June 1, 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. Joseph Lovetere at 3:09 p.m.

2. **ROLL CALL:**

**Present:** Suzanne Fernandes–*Past Chair*, Joseph Lovetere–*Chair*, , Mary Waldron–*Clerk*, Karen Preval–*Treasurer*, Thomas Thibeault, and Linda Sacchetti

**Absent:** **Paula Martel\***–*Vice Chair*

**Staff:** Jason Hunter, Michele Ahern, 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 May 4, 2023.

- A motion was made (Ms. Mary Waldron) and seconded (Ms. Linda Sacchetti) to approve the May 4, 2023. **The Executive Committee approved the May 4, 2023, Meeting Minutes.**

**FINANCE**

○ **FY23 Budget Review, MassHireGBCC – Mr. Craig Kennedy**

Mr. Craig Kennedy presented FY2023 budget to date (FSR for May 2023) – 78%

- Reminder 80% requirement has been exempted for this fiscal year per Mr. Kennedy.
- One-Stop line item – no concern this year – expected to spend all funds at year-end June 30, 2023.
- Mr. Kennedy indicated that all training funds have been expended for this year.
- ??? re: Upskill Navigator – This is a multi-year contract.; CEI training for recruiting efforts 2023.
- Still waiting for contracts: DTA/WPP, DVOP, LVER, and RESEA 2023

○ **FY23 Budget Review, MassHireGBWB – Ms. Michele Ahern**

➤ Ms. Michele Ahern presented FY2023 budget to date for the MassHireGBWB –April 2023

- Expenditures at 75%.
- WIOA Adult at 50% expended. –Need to spend \$10,000 by fiscal year-end. (23 trainees required).
- Still waiting for the DVOP/LVER contracts – Ms. Ahern sent another email to State recently.
- Regional Planning ????? –line item will be deleted on next financial.
- New contracts added to Financials this month: WPP Expansion SNAP, (9/30/22), WCTF CDL 2023, DTA WPP Funds,
- HSSEIP 2023 on financial twice - ????? by Board member (this falls under Connecting Activities)—overlap.
- CC Monitoring – starting soon with a mid July 2023 completion anticipated.

○ **RECENT AND UPCOMING CURRENT EVENTS AT MHGBCC/Programmatic update – Mr. John Murray**

➤ **Updates**

- Reported update for the Self-Help Head Start Apprenticeship program:
  - ✓ 5 apprenticeships; one has left (took other employment); three others left to complete their classes.
  - ✓ Three students do not meet our minimum requirement. Mr. Murray talked about Early Head Start programming [Early Childhood] –working with Massasoit Community College [w/both Mr. John Murray and Mr. Jason Hunter].

4. **MassHireGBWB Committee Update** – *Mr. Jason Hunter*

➤ **Training Opportunities/Current Trainings**

- Highlights:
  - CNA/Healthcare Training – current cohort in session: There are 10 in the class at 34 School Street site.
  - Partnership with Greater New Bedford: 40 seats over the course of the next two years.
  - CommCorp Funding/CDL training ongoing – Partnership with CMSC Parker Driving School.
    - Six started: 2- CDL-A; 2- CDL-B; two more starting in June 2023.
  - Diesel Tech training – the MassHireGBWB (Mr. Jason Hunter) has reached out to CommCorp.
  - MassHireGBWB hosting CPAE session on June 15, 2023.
  - Wrap-up/Construction Career Day @ Massasoit Community College
    - 175 Students participated (explored potential career paths in the skilled trades and related industries) from 12 different Connecting Activities partnering schools, along with Oliver Ames High School and Southeastern Regional Vocational Technical; and 32 vendors were in attendance as well.
    - Easton Community Access Television covered the event.

➤ **Services/Program & Training Updates** – *Mr. Jason Hunter*

▪ **SUMMER JOBS Update**

- 359 Youth ONLINE Applications
- 41 Physical Files/Applications
- 3 Peer Leader Applications
- 4 Job Coach Applications
- 12 Worksite Applications
- 46 Job Openings

▪ **2023 Employer Information/Orientation**

- June 14<sup>th</sup> @ 1:00 pm
- Still looking for more employers to come on-board.

▪ **WIOA**

- Fifty-six out of 66 are enrolled to date.

▪ **Finance & Banking**

- One person earned certification -passed all requirements.
- 
- Still looking for more employers to come on-board.

- **Recruiting:** recruiting additional employers. Ms. Jalisa Gomes (MassHireGBWB Youth Services Department) is heading up the employer outreach:

➤ **Executive Director Report** – *Mr. Jason Hunter*

- Ms. Karen Preval included a link for a few summer jobs that are available in the City of Brockton DPW department: <https://brockton.interviewexchange.com/static/clients/568CBM1/index.jsp>
- Her office (City of Brockton Auditor's office) will be looking at other opportunities with the Park's division for summer youth and will let the MassHireGBWB know.

5. **ADJOURNMENT** – There was no other business, the meeting adjourned at 3:46 p.m.

**Next Meeting: September 7, 2023**