

Executive (Management) Meeting Minutes
Thursday, May 4, 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 3:06 p.m.

2. **ROLL CALL:**

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

Absent:

Staff: Jason Hunter, Michele Ahern, Lorraine Albert, David Vincent, and Rachel Cherry-Adams

Ex-Officio:

Guest(s): Craig Kennedy, MassHireGBCC

Jill Conlon, MassHireGBWB Board member

Maria Fernandes, MassHireGBWB Board member

***Bold** = excused absence

3. **REPORTS.**

➤ **MINUTES:** Review of Prior Meeting Minutes April 6, 2023.

- A motion was made (Ms. Suzanne Fernandes) and seconded (Ms. Linda Sacchetti) to approve the April 6, 2023. **The Executive Committee approved the April 6, 2023, Meeting Minutes** with one correction, *change the Board's Treasurer name to Karen Preval.*

FINANCE

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

Mr. Craig Kennedy presented FY2023 budget to date (FSR for April 2023)

- MassHireGBCC's spending is as expected for this time of the year.
- Mr. Kennedy indicated that the State has removed the 80% WP requirement for spending recently.
- Mr. Kennedy indicated the One-Stop line item was one their largest \$\$\$\$ increase for the Fiscal Year 2023, lobbying for FY2024. The FY2023 \$\$\$ will be fully expended by June 30, 2023.
- The Career Center amid hiring an Upskill Navigator currently.
- Contract Change for RESEA 2022 \$70,000. The contract ends September 30, 2023.
- Contracts added to this month (Total Grant Award column): CDL Training (FY 23), Manufacturing (FY 23), and DTA /WPP.

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

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

- Expenditures at 59% includes all salaries, fringe, and rent.
- Waiting for expenses not yet received.
- WIOA Youth – 71% (on track for spending).
- WIOA Adult line item is a little behind for spending (for Adult Training)—Goal is to get the 80% mark.
- Still waiting for the DVOP/LVER contracts.
- Received Manufacturing contract (ends December 31, 2023).
- The CDL contract received (ends September 30, 2024).
- New to the budget: We received our Trade \$\$\$\$.

○ **RECENT AND UPCOMING CURRENT EVENTS AT MHGBCC/Programmatic update – Mr. Craig Kennedy**

➤ **Updates**

- MassHireGBCC sponsored (with co-sponsor Southeastern Regional Vo-Tech) a Spring Job Fair – held on May 1st in person.
- Onsite Recruitments: High Point Treatment Center (May 9, 2023) and the TSA (May 10, 2023) with online application sessions.

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

➤ **Training Opportunities/Current Trainings**

- Highlights:

- The current CDL training is in session now. The CommCorp office is talking about re-contracting for spending purposes.
- Lean Manufacturing – Recruiting right now for incumbent workers – starts June 27, 2023.
 - 15 seats available with two (2) on board to date.
- MassHireGBWB partner with New Bedford WIB-Lead on CNA grant
 - ✓ 40 ppl in course of next 2 years
- CNA Grant with New Bedford Workforce Board – 40 seats available; actively recruiting now; see Mr. Ray Yancey at MassHireGBWB.
- Coastal Career conducting CNA Training May 15-June 8, 2023, at MassHireGBWB (Healthcare Lab)
 - ✓ 10 seats max
 - ✓ Session: Monday, Wednesday & Friday, 9am – 1pm
 - ✓ See Mr. Ray Yancey at MassHireGBWB

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

Mr. Vincent shared information from the Youth Services Program & Activity Calendar for 2023.

- Summer is here – getting information to the community.
 - ✓ Billboards going up on April 24th – near Stella’s Pizza Crescent Street, Brockton
 - ✓ Billboard May 22nd Irving Hardware – flyer share after meeting.
- Summer Jobs applications [Youth 14 – 24-year-olds]–
 - ✓ received 138 thus far; Ninety-eight (98) applications were sent out.
 - ✓ Twenty-five (25) employer commitments for placements thus far.
 - ✓ Contact Mr. David Vincent at MassHireGBWB Youth Services
- Mr. Vincent shared pictures from the April 2023 Job Fair at Teen Challenge-Brockton.
 - ✓ 36 Vendors
 - ✓ Our MassHireGBWB Board Member Clerk, Ms. Paula Martel was in attendance.
- Business Plan Competition (3:00-5:00PM) May 25th. – Look for one (1) more judge; please contact Mr. David Edward at MassHireGBWB.
 - ✓ Ms. Paula Martel gave a shout-out to Mr. David Edwards.
- Upcoming/Young Adult Initiatives Committee meeting, May 10, 2023 – 1:00PM via Zoom
- YAI mtg – May 2023
 - ✓ Mary Waldron, David Vincent, Michael Joseph
 - ✓ Youth Co-Chair – Ivy 21 years old, Stoughton – now attends Massasoit Community College.
 - ✓ Meeting next week for May 2022
- Mr. David Vincent gave an update on Mr. Julio Nhaga [highlight from the MassHireGBWB Full Board meeting in March 2023].
- Construction Career Day May 12th (9:00 a.m. – 1:00 p.m. @ Massasoit Community
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➤ **Executive Director Report – Mr. Jason Hunter**

- MassHireGBWB hosted CPR 360 fall Career Center and WIB staff in the last two weeks.
- Active Shooter Training, May 21st by the City of Brockton Police Department (AM & PM sessions) for both the MassHireGBC and MassHireGBCC staff.
- Photo-Shoot sponsored by the Northeast Savings Bank (Ms. Suzanne Fernandes office) at the Northeast Savings Bank, June 2, 2023 (with Mr. Jason Hunter and Ms. Sheila Sullivan-Jardim) 11:00 a.m.
 - MassHireGBWB – What it does in Brockton?
- Mr. Hunter will distribute flyers for the following event(s).
 - ✓ Blood Drive [focus: Sickle Cell], sponsored by the American and the NAACP-Brockton Chapter on June 16, 2023, 11:30-4:30PM @ 34 School Street, MassHireGBWB Healthcare Lab.

5. **ADJOURNMENT** – There was no other business, the meeting adjourned at 3:50 p.m.

Next Meeting: June 1, 2023