

**Executive Committee  
December 6<sup>th</sup>, 2023  
Zoom  
Meeting Minutes**

**Attendance:** David Slutz, Rick Kidder, Margarita Graham, Carl Taber, John Fernandes, Yvonne Tobey, Duarte Silva, Ron Melbourne, Lisa Lemieux

**Workforce Board/Career Center Staff Attendance:** Joe Lopes, Taylor Nichols-Xavier, Kyra Greco, Abbey Despres, Jacqueline Sylvia, Fran Grey, Deborah Meggison, Michael Dunne

**Greetings and Call to Order** – David Slutz, Chair

Chair, Dave Slutz, called to open the meeting at 12:04PM. Roll call vote was had to officially open the meeting. Remote meeting guidelines were read.

**Consent Agenda**

- Treasurer's Report
- Minutes of Meeting September 13<sup>th</sup>, 2023 - Motion to approve consent agenda made by Rick Kidder, seconded by Carl Taber, followed by roll call vote.

**Votes to Approve**

- Joe Lopes called for a motion to take votes 1 through 4 together. This motion was made by Rick Kidder, seconded by Carl Taber.
  - **Amended:** To take votes 1, 2 and 4 together. Vote 3 was severed, amended, and voted upon separately (see below). Motion was made by Duarte Silva and seconded by John Fernandes.
- **Vote 1:** To approve the Career Center Certification Policy
- **Vote 2:** To approve the MassHire Greater New Bedford Workforce Board amended by-laws as presented
- **Vote 3 (amended):** To allow for the continuation of engagement with Partridge, Snow & Hahn legal counsel with the possible intention of creating a for profit entity in the previously described activities.
  - *Motion to approve made by Duarte Silva, seconded by Rick Kidder, followed by roll call vote.*
- **Vote 4:** To approve the presented representation letter for the audit conducted by Hague, Sahady, & Co.
  - *Motion to approve votes 1, 2 and 4 made by Rick Kidder, seconded by John Fernandes, followed by roll call vote.*

**Executive Director/CEO Report & Updates**

Joe Lopes noted to the committee that the MassHire Greater New Bedford Workforce Board and Career Center are now in the new space at 25 Elm Street. Joe noted that the Workforce Board has received approval for Connecting Activities funding as well as the award for the Apprenticeship Related Technical Instructions (RTI). Healthcare Sector Specialist, Jacqueline Sylvia, has submitted a funding request related to the healthcare industry, and is waiting to hear on if the WB was awarded. Joe made mention that there have been two grants applications submitted to the Commonwealth Corporation related to both paraprofessional and early childhood programming. The Workforce Board has been working with Commonwealth Corporation to strengthen these applications in hopes for approval of funding, which Joe noted he was feeling very positive about. It was also noted that the Career Center Director, Rodney Solomon, will be on paternity leave for the month of December.

**MassHire Career Center Updates** – Fran Grey, Michael Dunne

Michael Dunne, from Equus Workforce Solutions, reviewed the Performance Snapshot numbers with the committee. He noted that the Career Center has been doing very well on enrollments for both Adult and Dislocated Worker numbers thus far. The Career Center has been off to a much better start this fiscal year, Mike stated, and is confident that they will finish out Q2 strong. As for credentials, Mike noted that they have started to see an increase in the timeline for getting folks through CDL training. Fran reviewed the Performance Dashboard with the committee. This report includes a plethora of information that compares current data to each year as far back as 2019. There is a lot of demographic data in the report as well. Committee members expressed that this report was extremely appreciated and was made into a great format. It was



**GREATER NEW BEDFORD  
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noted that moving forward this will be generated quarterly. Chair, Ron Melbourne, extended the invite for the upcoming Performance and Oversight Committee meeting to the entirety of the Board to review the Performance Dashboard with those who may be interested in the data.

**Adjourn** – David Slutz, Chair

Motion to adjourn made by Rick Kidder, seconded by Margarita Graham, followed by roll call vote. Meeting was adjourned at 1:26PM.