

**Executive Committee**  
**April 19<sup>th</sup>, 2023 12:00PM**  
**Quest Center for Innovation**  
**Meeting Minutes**

**Attendance:** David Slutz, Rick Kidder, Carl Taber, Lisa Lemieux, Duarte Silva, John Fernandes

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

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

Chair, Dave Slutz, called to open the meeting at 12:07PM. Roll call vote was had to officially open the meeting.

**Consent Agenda**

- Treasurer's Report
- Minutes of Meeting February 22<sup>nd</sup>, 2023
  - Motion to approve consent agenda made by Rick Kidder, seconded by Duarte Silva, followed by roll call vote.

**Executive Director/CEO Report** – Joe Lopes

Joe Lopes reviewed his Executive Director/CEO report. He noted to the committee that the board has recently submitted a Donnelly Grant application relative to paraprofessional training for local schools. Moreover, the board is pursuing a second Donnelly Grant with a focus on Early Childhood Education. Joe also stated that extended hours at the Career Center (CC) have been put in place, and the CC will stay open until 6:30PM one day each week. Other highlights from his report included the Rapid Response teams that are working with Blue Harvest employees that are being laid off as well as meetings with local area employers to discuss CC collaborations. The WB Program Monitor, Taylor Nichols-Xavier, has begun the annual monitoring of the board and CC. Joe touched upon the potential for a 3-year expansion of the Healthcare Workforce Hubs grant, as well as the EOHHHS grant award that was received to support the training of 150 Certified Nursing Assistants.

**MassHire Career Center Updates**– Rodney Solomon, Fran Grey

Rodney Solomon and Fran Grey reviewed the Career Center Performance Snapshot with the committee. This snapshot included new information such as the average wage for participants entering employment, sorted by which WIOA Title I category they fall into (Dislocated Worker, Adult, Youth). John Fernandes inquired about what the barriers are to credentialing, as the number of participants with credentials seems to be quite low. Mike Dunne, Regional Director of Equus Workforce Solutions, noted that the credentialing numbers on the snapshot are made up of folks who have reported back about earning the credential.

Additionally, he noted, this number does not include the number of folks who have actually completed the training – they are only counted once they present proof of credential to CC staff. It was discussed that often times participants will not follow up with CC staff even if they have earned the credential, so it can be difficult to track and measure this information. Mike Dunne noted that the CC plans to edit the snapshot to reflect the number of participants in training in real time, so that the committee can see the actual training pipeline. On another note, the CC was acknowledged for the hard work that has been put in relative to the Business Services team. John Fernandes noted that the BSR numbers are looking very positive, and have continued to improve.

**Other Business**

Duarte Silva inquired about developing a relationship with individuals who are employed at the Salvation Army. He noted that there are quite a few folks working there that may be interested in training opportunities that are being offered at the CC. Joe noted that he would be in touch regarding this note, and was going to look into OJT/apprentice opportunities.

**Adjourn** – David Slutz, Chair

Motion to adjourn made by Rick Kidder, seconded by Duarte Silva, followed by roll call. Meeting was adjourned at 1:09PM.