

**Executive Committee
May 18th, 2022 – Noon
1213 Purchase St – Quest Center
Meeting Minutes**

Attendance: David Slutz, Helena DaSilva-Hughes, Carl Taber, Jennifer Patnaude (participated remotely), Duarte Silva

Staff Attendance: Jim Oliveira, Taylor Nichols-Xavier, Abigail Despres (participated remotely), Deborah Meggison, Kyra Greco

Career Center Staff & Guests: Bob Diehl, Elizete Perry, Fran Grey

Greetings and Call to Order – David Slutz, Chair

David Slutz called to unofficially open the meeting at 12:13PM. A quorum was not present until 12:44PM when Jennifer Patnaude remotely logged into the meeting. A roll call vote was had to officially open the meeting and the Remote Guidelines were read.

Consent Agenda

- Treasurer's Report
- Minutes of Meeting March 16th 2022
- Minutes of Special Meeting April 7th, 2022
 - Motion to approve consent agenda made by Helena DaSilva Hughes, seconded by Carl Taber, followed by roll call vote.

Votes to Approve (*votes were voted upon after 12:44PM when quorum was present*)

1. **To award the bid for audit services to Hauge, Sahady & Co. in the amount of \$27,000.00 for Fiscal Year 2022, \$28,000.00 for Fiscal Year 2023, and \$29,000.00 for Fiscal Year 2024.** Motion to approve made by Duarte Silva, seconded by Helena DaSilva Hughes, followed by roll call vote.
2. **To approve the charter/contract with Equus beginning July 1st, 2022 to June 30th, 2023, renewable annually through June 30th, 2026.** Motion to approve made by Duarte Silva, seconded by Carl Taber, followed by roll call vote.

Apprenticeship Updates – Jim Oliveira

Jim Oliveira provided a general apprenticeship update based off of Debbie Hartman's report in the Live Binder. Debbie's full report can be read upon request. Jim Oliveira commended Debbie on her progress on engaging and placing apprentices in varying industry sectors. Moreover, Jim Oliveira made note that the Apprenticeship Team has expanded; Matt DeOliveira has been onboarded as the Apprenticeship Industry Sector Specialist.

Executive Director/CEO Report – Jim Oliveira

Jim Oliveira reviewed his ED report. He made mention of the Workforce Board staff working with New Bedford Public Schools on an Afghan employment project. The purpose of the project is to support Afghan refugees who have fled Afghanistan and are currently looking for work in/around New Bedford. Helena DaSilva Hughes made a note on this point as her organization, Immigrants Assistance Center, has also been working with these individuals. Jim Oliveira went on to note current grant applications that are being reviewed with local institutions. He brought up Taylor Nichols-Xavier's monitoring completion as well as her efforts in supporting the certification of the board. Jim Oliveira included an update on the transition process of Equus as the new operator. Equus has been very involved in the process, and Equus staff visited the Career Center (CC) to update CC staff on what the transition will look like.

Deputy Executive Director Report – Joe Lopes

Joe Lopes was not present as he was in attendance of a conference out of state. Jim Oliveira briefly reviewed his report, specifically highlighting the efforts that have been made by the Youth Team. Joe's full report can be read upon request.

The WorkPlace/MassHire Career Center Updates– Bob Diehl & Fran Grey

Bob Diehl made note that the entirety of CC staff is excited for the involvement of Equus. He expressed that the Career Center and staff still need some direction as they did not feel adequately supported by the previous Operator. Michael Dunne made it clear that Equus plans to be fully included on all aspects of the Career Center. Michael Dunne also made mention of Equus's intentions to facilitate connections between the Career Center and the community. Bob Diehl noted that infrastructure issues have been resolved and the Career Center is up and running. Fran Grey reviewed two reports with the Executive Committee. He noted that compared to other Career Centers, New Bedford is ahead and above the average. Full reports can be reviewed upon request.

Other Business

- **FY23 Meeting Dates are TBD**

Adjourn - Dave Slutz – Chair

Motion to adjourn made by Dave Slutz. Helena DaSilva Hughes moved to accept the motion, seconded by Carl Taber, followed by roll call. Meeting was adjourned at 1:09pm.