

**Executive Committee
June 14th, 2023 12:00PM
Quest Center for Innovation/Zoom
Meeting Minutes**

Attendance: David Slutz, Duarte Silva, Carl Taber (virtual), John Fernandes (virtual), Yvonne Tobey (virtual), Helena DaSilva Hughes (virtual)

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

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. Remote meeting guidelines were read.

Consent Agenda

- Treasurer’s Report
- Minutes of Meeting April 19th, 2023
 - Motion to approve consent agenda made by Duarte Silva, seconded by Carl Taber, followed by roll call vote.

Votes to Approve

Please see pg. 2 for votes and motions.

Executive Director/CEO Report – Joe Lopes

Joe Lopes reviewed his Executive Director/CEO report with the committee. He made note of key developments that have been taking place at both the Workforce Board and the Career Center. Joe provided insight on the Workforce Board’s release of a modified Real Estate RFP on April 10th, 2023; Joe noted that the Workforce Board had received a sole bid in response. Joe also provided an update on current Workforce Board grants, as well as the possibility for future grants related to paraprofessional training and early childhood training. Other items that were mentioned included the submission of an updated Workforce Board Four-Year Plan, completed Annual Monitoring of the Board and Career Center, the revision of the “Hot Job List”, implementation of new software platforms at both the Workforce Board and Career Center, and more. Joe Lopes’ full report can be made available upon request.

MassHire Career Center Updates– Rodney Solomon, Fran Grey

Rodney Solomon reviewed the Performance Snapshot with the committee. On a positive note, Rodney highlighted that the Career Center has officially reached 100% of their goal related to adult individuals served. It was emphasized that the Career Center is still facing barriers in participants obtaining credentials. A majority of the participants that are in the pipeline of receiving credentials are working towards commercial driver’s licenses (CDLs) that have been pending for an extended period of time. There has been an extreme delay in the obtainment of CDL credentialing as testing is backed up across the state. Rodney noted that certain training providers are still experiencing these delays, while other training providers are able to move participants through programming fairly quickly.

Other Business

Taylor Nichols-Xavier reviewed the FY23 MassHire Department of Career Services (MDCS) Monitoring Results with the committee. There were a few findings that were identified during the monitoring review by both MDCS and MassHire Workforce Board (MWB). Full FY23 MDCS Monitoring Results made available upon request.

Adjourn – David Slutz, Chair

Motion to adjourn made by John Fernandes, seconded by Carl Taber, followed by roll call. Meeting was adjourned at 1:01PM.

Votes to Approve (cont.)

1. **Retirement Policy:** To accept the revised retirement policy as presented.
 - a. Motion to approve made by Duarte Silva, seconded by John Fernandes, followed by roll call vote.
2. **PayScale Changes:** To certify the new MassHire Greater New Bedford Workforce Board pay scales as presented effective July 1st, 2023
 - a. Motion to approve made by John Fernandes, seconded by Duarte Silva, followed by roll call vote.
3. **WIOA Out of School Youth (OOSY):** To award the aforementioned vendors WIOA Out of School Youth (OOSY) FY24 contracts
 - a. Motion to approve made by Duarte Silva, seconded by Dave Slutz, followed by roll call vote.
4. **Search Committee: Lease Site Recommendation:** To accept the Search Committee's recommendation of the Lease Site bid, and allow MHGNBWB to move forward with BCBOZ Investments, LLC.
 - a. Motion to approve made by John Fernandes, seconded by Duarte Silva. The vote passed unanimously with one abstention.
5. **FY24 Integrated Budget:** To approve the Integrated Budget as presented to initiate FY24
 - a. Motion to approve made by John Fernandes, seconded by Duarte Silva, followed by roll call vote.
6. **Charter Agreement Renewal FY24:** To accept the renewal of the FY24 Charter Agreement between MassHire Greater New Bedford Workforce Board and Equus Workforce Solutions, Inc. as presented
 - a. Motion to approve made by John Fernandes, seconded by Duarte Silva, followed by roll call vote.
7. **Nomination Committee Recommendation:**
 - a. To approve Board of Directors reappointments as presented
 - i. Motion to approve made by Duarte Silva, seconded by Helena DaSilva Hughes, followed by roll call vote.
 - b. To approve Board of Directors additions as presented
 - i. Motion to approve made by Duarte Silva, seconded by Helena DaSilva Hughes, followed by roll call vote.
 - c. To approve by-law exception (see background information) for following seats:
 - i. **Chair** – Dave Slutz
 1. Motion to approve made by Helena DaSilva Hughes, seconded by Duarte Silva. The vote passed unanimously with one abstention.
 - ii. **Treasurer** – Carl Taber
 1. Motion to approve made by John Fernandes, seconded by Duarte Silva. The vote passed unanimously with one abstention.
 - iii. **Secretary/Clerk** – Lisa Lemieux
 1. Motion to approve made by John Fernandes, seconded by Duarte Silva, followed by roll call vote.
 - d. To approve FY'24 Slate of Officers and Chair's Appointment At-Large as presented
 - i. Motion to approve made by Helena DaSilva Hughes, seconded by Duarte Silva, followed by roll call vote.
 - e. To approve Committee Chairs as presented
 - i. Motion to approve made by Duarte Silva seconded by Helena DaSilva Hughes, followed by roll call vote.