

Executive Committee
August 2nd, 2023 12:00PM
Quest Center for Innovation/Zoom
Meeting Minutes

Attendance: David Slutz, Rick Kidder, Margarita Graham, Carl Taber, John Fernandes (virtual), Yvonne Tobey (virtual)

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

Greetings and Call to Order – David Slutz, Chair

Chair, Dave Slutz, called to open the meeting at 12:02PM. Roll call vote was had to officially open the meeting. Remote meeting guidelines were read.

Consent Agenda

- Treasurer’s Report
- Minutes of Meeting June 14th, 2023
 - Motion to approve consent agenda made by Rick Kidder, seconded by Margarita Graham, followed by roll call vote.

Votes to Approve

- **Recommendation to the committee to accept the proposed Lease Rate for 25 Elm Street**
 - Motion to approve made by Yvonne Tobey, seconded by John Fernandes. Motion carried with one abstention.

MassHire Career Center Updates– Rodney Solomon, Fran Grey

Rodney Solomon reviewed the Performance Snapshot with present committee members. He noted that there has been increased engagement by the BSR team after participants complete training and credentialing, in hopes to assist with getting participants into placements. It was also noted that the previous issue of stagnancy within CDL credentialing has seen some improvement in recent weeks. Rodney stated that the system seems to be better organized at the moment. Margarita Graham, President/CEO of Reliable Bus Lines, Inc., noted that these issues of credentialing will continue to fluctuate. Fran Grey reviewed the Career Center Activity report with the committee. It was noted that Fran implemented changes to the report, including the total count of individuals as requested by Chair, Dave Slutz. On another note, Fran Grey noted that there has been an increased need of the Rapid Response Team as a number of organizations have been shutting down.

Open Discussion on Move to Elm St.

Joe Lopes discussed the upcoming move to Elm Street with the committee. He noted technological needs and changes within the new space, including the forthcoming release of an IT RFP. Additionally, it was stated that the Workforce Board and Career Center will be reducing their total number of phone lines within the new space. Joe went on to note other key features of the space such as the parking spaces within the Elm Street Garage. The Workforce Board has been gathering quotes from both movers as well as office supply organizations for the purchasing of new cubicles. Other discussion was had about the timeline for the move, which Joe noted is still tentative.

Adjourn – David Slutz, Chair

Motion to adjourn made by Rick Kidder, seconded by Margarita Graham, followed by roll call vote. Meeting was adjourned at 12:37PM.