



## Board of Directors Quarterly Meeting Minutes of Wednesday, September 28<sup>th</sup>, 2022

Full Audio Recording available upon request

**Attendance:** Nelson Abreu, David Cabral, Helena DaSilva Hughes, John Fernandes, Margarita Graham, Bernice Jensen, Haskell Kennedy III, Rick Kidder, Pam Kuechler, Lisa Lemieux, Jane McArdle, Ron Melbourne, Bonnie Mello, Stephen Merrill, Jennifer Patnaude, Charles Quinn, Christopher Rezendes, Tracy Silvia, David Slutz, Corinn Williams, John Williams

**Staff:** Jamilyn Gordon, Donna Ramos, Jim Oliveira, Joe Lopes, Jacquie Sylvia, Deborah Meggison, Taylor Nichols-Xavier, Deven Robitaille, Justin Grota, Kyra Greco, Debbie Hartman, Matt De Oliveira

**Guests:** Representative Norman Orall, Elizete Perry, Rodney Solomon, Ari Sky, Cynthia Marland

**Greetings and Call to Order** by David Slutz- Chair – Opened meeting at 8:12AM

**Announcements-** Chair, David Slutz

David Slutz welcomed all to the quarterly minutes and began with introductions of all present board members and guests.

### Consent Agenda (Votes)

- Approval of Minutes JUNE 2022 Annual Meeting
- Approval of Treasurer's Report
  - David Slutz called for a motion to approve both June meeting minutes and the Treasurer's report. Rick Kidder made a motion to accept items, seconded by Margarita Graham. All voted in favor and the motion carried.

### Votes to Approve – Jim Oliveira

- **To approve the retirement plan of James D. Oliveira as Executive Director.**
  - Motion to approve made by Lisa Lemieux, seconded by Margarita Graham. All voted in favor and the motion carried.
- **To approve the naming of Joseph P. Lopes as Executive Director effective 10/1/2022.**
  - Motion to approve was made by John Fernandes, seconded by Helena DaSilva Hughes. All voted in favor and the motion carried.
- **To approve the updated integrated budget for FY23.**
  - Motion to approve made by Lisa Lemieux, seconded by Helena DaSilva Hughes. All voted in favor and the motion carried.
- **To approve FY23 performance projections for Local Plan.**
  - Motion made by Rick Kidder, seconded by Margarita Graham. All voted in favor and the motion carried.

### Executive Director & Deputy Executive Director Report - Jim Oliveira/Joe Lopes

Jim Oliveira reviewed the Career Center customer served statistics. The supplied graphs (available upon request) included the average earnings by town within the Service Delivery Area (SDA), by ethnicity, race, age and other demographics. Jim also discussed the grants that the board has received as well as the grants that have been supported. He noted that upon his retirement in March, he will leave the Workforce Board feeling confident in its future. Jim has set the board up for success and will truly be missed.

Joe Lopes provided notes on the Apprenticeship team and the progress the both of them have made. They were individually recognized as being strong assets to the team and making notable impressions on all of the organizations they have been working with. Joe Lopes noted that the Youth Team is scheduled to present at the upcoming National Association of Workforce Partner's Conference in North Carolina. The conference will touch upon subjects such as youth engagement and involvement. Joe stated that the ad hoc building committee is in the process of touring locations with the goal of finding a building in which the Career Center and Workforce Board can collocate.

### MassHire Career Center Report – Rodney Solomon, Elizete Perry

Rodney Solomon, the new Director at the Career Center, formally introduced himself. He noted that there have been infrastructure issues that have caused the center to be closed for the past few weeks. However, since having repairs done, the Career Center staff have been able to return to the office. Rodney reviewed how his first month went in his new role, and his hopes for the future of the Career Center. Elizete Perry reviewed the Performance Snapshot and discussed the first quarter numbers as we have entered into FY23. She noted that for the first time in five years, 100% of projected adult numbers have been reached. Elizete mentioned that the center is in the process of hiring a new Business Service Representative. Both Elizete Perry and Jim Oliveira noted that filling this vacancy should positively impact some of the numbers.

### Other Business & Community Input-

Jim Oliveira noted that Deborah Jenkins of Ariston Thermo has announced her retirement from the board after serving for over six years.

**Adjourned at 9:01AM**– verbal roll call all in favor - Motion to adjourn made by Lisa Lemieux, seconded by Margarita Graham.

**Next Meeting:** Thursday, December 15<sup>th</sup>, 2022

**Location:** Waypoint Event Center