



## GREATER NEW BEDFORD WORKFORCE BOARD

Executive Committee  
September 16, 2020 – 12:00pm  
Zoom Meeting  
**AGENDA**

- **Greetings and Call to Order** – Dave Slutz, Chair
  - ***Roll call to begin meeting***
  
- **Consent Agenda**
  - Treasurer’s Report – ***Roll Call Vote***
  - July 30, 2020 Minutes – ***Roll Call Vote***
  
- **Executive Director /CEO Report** – Jim Oliveira
  - Share Succession Plan
    - Deputy Executive Director Position
  - This new position has been vetted by the Business Development Committee. Motion made by the Committee to accept and bring before the Executive Committee for a vote.
  - ***Roll Call Vote to approve the position and bring before the full Board of Directors at the September 23, 2020 Quarterly Board Meeting for ratification.***
  - ITA Comparison Report
  
- **Standing Committee Updates**
  - Performance & Oversight – Chair, Ron Melbourne
  - Business Development – Chair, Rick Kidder
  - Youth Council Update - Donna Ramos
    - Chair – Jennifer Patnaude, current board member, Chief Administrative Officer Greater New Bedford Community Health Center
    - Vice Chair – TBD
  - Youth Programs – Brian Silva–Boutwell
  
- **Bylaws Revision**
  - ***Roll Call Vote to accept the revision to include the paragraph under Section 3 as highlighted below:***
    - Composition of Standing Committees. The initial standing committees of the workforce board shall include the Executive Committee, Performance and Oversight, Business Development and the **Youth Council.** The Executive Committee shall meet in accordance with the terms of these Bylaws to discuss and administer the day to day business of the workforce board. The Performance & Oversight Committee shall meet monthly or at the call of the designated Committee Chair to oversee WIOA compliance and performance goals of mandated programs. The Business Development Committee shall meet bi-monthly or at the call of the designated Committee Chair to address development and improvement of relationships with employers and job seekers.

The Youth Council shall meet quarterly with other meetings as necessary at the call of the designated Committee Chair. The Council will serve in an advisory capacity pertaining to all matters of youth. In consideration of the size of the Youth Council, at least two members of the Youth Council shall be members of the Board and will require them to serve as Chair and Vice-Chair respectively.

- **The WorkPlace/MassHire Career Center Updates**– Nestor Leon/James Daniels/Beth Costa
  - MassHire Career Center Operations Performance Update
    - Re-opening Plan
    - Building- Temperature/Connectivity Issues
  - DUA
  - Job Seekers
  - Employers
  - Youth
  
- **Other Business**
  - TBD schedule of subsequent Ex-Comm via Zoom December 16<sup>th</sup>
  
- **Adjourn**

