

Board of Directors Quarterly Meeting
December 17, 2025
Allendale Country Club, Dartmouth
Meeting Minutes

Attendance : David Cabral, Stephanie Chase, John Fernandes, Shannon Finning, Margarita Graham, Angela Johnston, Pam Kuechler, Ron Melbourne, Christopher Mittell, Mike O’Sullivan, Jeff Pelletier, Yvonne Tobey, Michael Watson,

CC Staff: Rodney Solomon, Fran Grey, Elizete Perry,

Workforce Board Staff: Lynn Connor, Angie Furey, Debbie Hartman, Christina Baptiste, Jacquie Sylvia Michael Santos, Wil Edmond, Deven Robitaille, Lindsey Souza, Matt Sutton

Welcome - Video Recording of Duarte Silva was presented due to conflict of meeting dates. Duarte spoke of leadership changes and turmoil with legal cases filed and resolutions. He then went on to congratulate the youth team on their award at the state house. Duarte spoke on COLA and that it will be following the Federal Guidelines as of January 1, 2026 and wished everyone Happy Holidays.

Meeting called to order– Michael Santos opened the meeting at 4:30PM followed by a roll call by Lynn Connor, motion to approve minutes made by John Fernandes and seconded by Margarita Graham.

Workforce Board updates: Michael Santos – Mike first spoke of the COLA and how it has been adjusted to the Federal Guidelines as of January instead of giving out lump sums throughout the year no matter what position staff is. Motion to approve COLA regulations approved by all. He mentioned that over the last ten months since our leadership transition has been intentional in shifting our culture to be more inclusive, transparent, and unified. By elevating a team-first approach, we have strengthened our brand and, more critically, enhanced the way we operate together across all levels of the organization. This renewed focus is already producing meaningful results. Our team earned the Silver Medal Award for services to our Veteran population, and our Youth Team was recognized at the State House with the statewide Business Collaboration Award. These accomplishments reflect the cultural transformation underway: we are moving forward as one team with one agenda—the betterment of every individual who walks through our doors. These achievements are a direct result of the hard work, dedication, and passion demonstrated throughout the organization. We are grateful to have such an exceptional team and for the ongoing support of this Board, which enables us to deliver high-quality services to the community every day. While the progress is significant, our work is far from complete. We remain committed to strengthening our outreach and ensuring the community fully understands the opportunities available through our system. Mike mentioned the Boards Manufacturing Training, being approved for the MTC FY26 training grant for the Uniquely Abled Manufacturing class which commenced on 09/08/25 as well as the MACWIC training class which will commence in the Spring of 2026. The Uniquely Abled training is a 100-hour course which is currently being held at the South Shore Vocational Technical High School in Hanover with a total of 9 students. This training introduces the students to the CNC machinery, tools, parts and equipment that is utilized in a Manufacturing shop. The students will receive an OSHA 10 certificate as well as become NIMS CNC Operator certified at the completion of the training. The upcoming 104-hour MACWIC training which will be held in New Bedford will introduce up to 12 students to different offerings in the Manufacturing trade. Each student will receive an OSHA 10 as well as a MACWIC Certificate. The classes

include Basic Mfg. (Math, Blueprint Reading & Metrology), Smart Lean (LEGO Simulation with Technology), Statistical Process Control, Basics Intro to Manufacturing with Artificial Intelligence, ISO 9001 Awareness Course, Geometric Dimensioning & Tolerancing Additive Manufacturing with 3D printing

Career Center: Rodney Soloman Rodney provided a Video of the Career Center process. Margarita commented on the great visuals and a good job on priority

Apprenticeship: Debbie Hartman - MassHire Workforce Board has received a grant from the Division of Apprentice Standards to enroll up to 20 additional apprentices into our Registered Apprenticeship Program for the 2026 Fiscal year. Our 24 current apprentices are employed as CNC Operators, Quality Control Technicians, First Line Supervisors (Group Leaders) and Solar Electricians. We are also applying for the Home Health Aide Occupation. This grant provides reimbursement to the business or apprentice of up to \$5000 for Related Technical Instruction. The grant also offers a 15% percent reimbursement for supportive services, including educational supplies and work-related needs. The business, if eligible, can also apply for up to a \$4,800 MA State Tax Credit.

Healthcare: Jacquie Sylvia - Healthcare Pipeline: Certified Nurse Assistant (CNA)—funding for 258 participants, with 243 enrolled to date, Medical Assistant (MA)—funding for 121 participants, with 90 enrolled to date, Phlebotomy Technician—funding for 47 participants, with 37 enrolled to date, Emergency Medical Technician (EMT)—funding for 21 participants, with 13 enrolled to date Healthcare Incumbent: Certified Addiction and Recovery Coach (CARC)—funding 78 participants, with 64 enrolled to date

Youth Updates: Christina Baptista – Christina spoke of the completed Summer Program and how it builds relationships with the employers. The youth team were invited to State House in Boston to receive an award. Youth Works Year-Round continues to progress steadily, with strong enrollment, consistent youth engagement, and active case management support across all parts of the program. Staff is continuing to balance participant needs while the program remains stable and productive, with next steps focused on increasing employer partnerships, strengthening in-school engagements, and gathering success stories for upcoming reporting periods.

Youth Works Year-Round has a candidate that is being featured by Comm Corp. Youth Works continues to offer supportive work experiences that help youth grow personally and professionally. Participant Victoria Couto demonstrated this impact through training and mentorship at Little Patch of Heaven Sanctuary, she has increased her confidence, expanded her skills, and solidified her career interests.

Veterans: Matt Sutton – Matt spoke of the award received in July and that coins were passed out to the veterans.

Mike asked for any thoughts, questions or concerns, thanking everyone for joining and asked for a motion to adjourn so moved by Margarita Graham and seconded by Yvonne Tobey with all in favor. Meeting closes at 5:15 PM

Upcoming Meeting

- **FY26 Board of Directors Meeting**
 - **June 24, 2026**
 - Time and Location TBD**