



**Executive Committee Meeting Minutes (May 26, 2021 – 12:00 noon)  
Zoom Meeting Agenda**

**Attendance:** D. Slutz, J. Patnaude, R. Melbourne, C. Taber, H. DaSilva Hughes, R. Kidder, L. Lemieux, J. Fernandes  
**Staff:** D. Meggison, R. Marshall, B. Silva-Boutwell, D. J. Ramos, T. Nichols-Xavier, J. Oliveira, J. Lopes, J. Sylvia, A. Despres  
**Guests:** E. Perry, B. Costa, J. Daniels, D. Silva, N. Leon

**Greetings and Call to Order** – Dave Slutz, Chair; **TIME: 12:03**

**Governor’s Order on video meetings** – Jim Oliveira read the Remote Public Meeting Guidelines followed by roll call

**Consent Agenda (Votes)**

- Combined roll call vote for March 17, 2021 Meeting Minutes and Treasurer’s Report for approval – motion to approve by J. Fernandes, seconded by L. Lemieux– verbal roll call all in favor.

**Discussion: Integrated Budget**

*Roll call vote to approve FY22 Integrated budget-* A. Despres discussed budget allocations from the state and grant partners and total funds awarded thus far; J. Oliveira highlighted uses for budget; looking for budget approval to initiate contract with a signature for July 1. Motion to approve by R. Kidder, seconded by H. DaSilva followed by verbal roll call.

**Executive Director /CEO Report** – Jim Oliveira

J. Oliveira reported career center staff returning full time for June 1<sup>st</sup> with limited in person services anticipated by July; Presented upcoming administrative initiatives and ongoing internal projects; Presented newly awarded healthcare grants, grant opportunities within industry sectors and apprenticeship prospects. Staffing changes were announced with a title update for B. Silva-Boutwell as Interim Program Manager, formal retiring of D. Ramos for end of June, and hiring of D. Robitaille to youth team. Current updates on FY21 youth vendors and developments for selection of WIOA OOSY training vendors were provided. Other mentions include J. Oliveira nomination for Mass Workforce Association and upcoming annual BOD June committee meeting to take place in person.

**Deputy Executive Director Report** – Joe Lopes

J. Lopes discussed package for out of school youth RFP bidders and recognized reviewers for their time and dedication in this process; 4 new programs will be awarded and number of youths being served will be 106; J. Oliveira stated that last year’s Ex-Comm feedback was taken into consideration regarding costs per participant.

- *Roll Call vote to approve FY22 OOSY Contracts:* Vote to motion by H. Hughes DaSilva, seconded by R. Kidder- Verbal roll call all in favor.

**Standing Committee Report:**

Performance & Oversight - Chair, Ron Melbourne

- Committee content presented surrounded challenges of obtaining comparative performance context across other WB regions for relevance; Referred LMI data samples to Ex- Comm to decide what information is relevant to share with the Board; Looking for further committee membership to bring more strengths to the group

Business Development - Chair, Rick Kidder

- Presented recent discussion of challenges of unemployment stipend effects that prohibit people returning to work and marketing efforts in preparation for September stipend expiration; Seeking community input for funding strategies for marketing of the career center.

Youth Council - Chair, Jennifer Patnaude

- J. Patnaude recognized J. Lopes and B. Silva-Boutwell for working through the OOSY RFPs; Presented report outs for various FY21 youth programs and overview of additional funding received, future plans for the youth council and plans for July educational summit for all schools (public, vocational and charters). Recognition of co-chairmanship to J. Patnaude and C. Rezendes

**The WorkPlace/MassHire Career Center Updates**– MassHire Career Center Operations Performance - Beth Costa

B. Costa provided DUA updates for unemployment and resuming of work search activities for claimants as of June 15<sup>th</sup>- claimants no longer able to state they are not looking for work; sanctions will resume for July 15<sup>th</sup>; Presented job placements by industry sector and Title 1 program placement numbers and challenges; Trajectories for meeting employer, job seeker and youth performance goals were additionally highlighted

**Nomination Committee Report – Rick Kidder**

- Motion to vote for member reappointments and candidates to the board by J. Fernandes, seconded by R. Melbourne- verbal roll call all in favor
- J. Oliveira noted that board reappointments have been sent to Mayor’s office and added that D. Silva has been approved as Board member; push for CTIs to be implemented at vocational schools across the state and emphasized the need to include them in the board. R. Kidder gave update on appointments awaiting acceptance and the need for motion. J. Oliveira offered amendment contingent upon acceptance; motion to move forward as amended, followed by roll call.

R Kidder discussed By Law exceptions and FY22 slate of officers; Vote to approve By Law exception regarding officers serving more than three consecutive years will take place at Annual Meeting. R. Melbourne motioned to vote, seconded by H. Hughes DaSilva; motion carries with majority with two abstentions by R. Kidder and C. Taber, followed by roll call.

**Remaining FY21 meeting dates**

- Wednesday, June 16, 2021 in person @ (TBD) -Location Update: Airport Grille
- Draft WFB Meetings FY22 Calendar: See Binder

**Adjourn – Dave Slutz, Chair: TIME: 1:23** -R. Kidder motioned, seconded by R. Melbourne followed by roll call vote.