



MassHire Greater New Bedford Workforce Board
Performance and Oversight Committee
August 6, 2019 8:00 a.m.
Quest Center for Innovation

AGENDA

1. Call to order
2. Vote on minutes of the July 10th meeting - attached
3. Recent data and performance reports MHGNBCC - provide copies
4. DCS Audit update for The Workplace – Jim/Julie
5. Budget update - Julie
6. Monitoring updates – an exit interview is scheduled for Friday August 9 here at the Quest Center. DCS Monitor Judy Bower is training Andrea on the process. More information to follow. Anyone from the POC is entitled to join the exit review.
7. Other Business
 - Committee input
 - Staff input – Donna to share a draft document of FY20 Goals & Objectives for the committee. Discussion to accept, reject this type of structure.
 - Future Meetings @ Quest Center – if in agreement, save-the-dates on your calendars – agenda will be attached to the actual meeting invite if available
 - Wednesday September 4 @ Quest Center
 - Wednesday October 2 @ Quest Center
 - Wednesday November 6 @ Quest Center
 - Wednesday December 4 @ Quest Center
8. Adjourn

Performance and Oversight Committee
Minutes of July 10, 2019

In attendance: Paul Correia – no quorum

Absent: Ron Melbourne, Mike Tavares and John Fernandes

Staff: Jim Oliveira, Donna J. Ramos, Deborah Meggison

- Call to order – meeting called to order at 8:54 by Paul Correia
- Minutes of the May 7th meeting – No quorum no vote on minutes
- Recent data and performance reports MHGNBCC - provide copies
 - The FY19 performance report dated 7/1/2018 through 6/30/2019 as of 7/2/2019 reviewed. We discussed training enrollments – WIOA ITA \$'s expended 60/65% of the \$230. Carry-in fi=or FY20 will be about 300K. Discussions ensued about a further discussion with CC to bring the % of planned enrollments to align more to a 100% rather than the 278 & 181% because it isn't reasonable as shown. Paul discussed how the BSRs should probably visit all employer board members and then follow-up.
- Charter discussion and POC committee role – copy of charter provided
 - A copy of the charter was distributed outlining where the POC plays a part in the charter process. Regarding the Performance Review section on page 15 the committee felt that numbers 1 & 2 were good. For #3 (the workforce board will provide the Lead Operator, Principal Partner and the CEO with verbal and written report of findings from this annual process), we felt that we met this review as well because of the many discussions that Jim Oliveira has with Nestor and/or James Daniels at any given time to make improvements to current procedures. Paul suggested that they all be documented and in report format. Going forward we will incorporate such a change. Deborah will send a copy of the charter to the other three members with the minutes to this meeting.
- Audit updates if any – no updates
- Budget updates if any – no updates
- Monitoring updates if any – We shared that Andrea is still in training mode with DCS. To date no concerning issued have been found but rather many different issues on an individual file basis where recommendations will be shared during an exit interview. To be scheduled.
- Other Business
- Committee input – Paul suggested that we think about expanding the committee to a couple more members. For the past two meetings only Paul and Ron have been present. We need more engaged members.
- Staff input - Jim mentioned that the board will be holding another new board member orientation and he's hoping to gain some interest for this committee. We thanked Paul for attending today as he was on vacation but took the time to attend this meeting.

Future Meetings @ Quest Center – if in agreement, save-the-dates on your calendars – agenda will be attached to the actual meeting invite if available. Paul thanked us for changing the meeting dates from a Tuesday to a Wednesday as he would not be able to make Tuesdays.

Tuesday, August 6 @ Quest Center, Wednesday September 4 @ Quest Center, Wednesday October 2 @ Quest Center, Wednesday November 6 @ Quest Center, Wednesday December 4 @ Quest Center

Meeting adjourned at 9:05