

MHHCWB BOARD OF DIRECTORS MEETING

June 20, 2023 ~ 3:00PM - 4:30PM

Members Present:

P. Bailey	K. Dodds	J. Mitchell
C. Brown	K. Dunkelberg	C. Royal
E. Cassidy	M. Galat	P. Samra
J. Cook	G. Golash-Kos	J. Jeffrey Sullivan
E. Cummings	F. Grassetti	M. Wise
E. Demetron	S. Kasa	

Others Present:

MassHire Staff		
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MINUTES OF MEETING

Meeting Materials

Mailed Out: Agenda, Minutes of the March 21, 2023 meeting, FY24-FY26 Strategic Plan and Scoreboard

Screen Shared: Minutes from 3/21/23, Executive Committee Report, OSCC Committee Report, WIOA 4-Year Plan and MHHCWB Strategic Plan FY 2024-FY2026 and Scoreboard

I. Welcome & Business Items

David Cruise called the meeting to order and reviewed the Agenda.

A. President & CEO Report

David Cruise reviewed each of his FY-2024 Goals. He focused on the importance of MHHCWB building long-term relationships with the new MA Secretaries in the Workforce Skills Cabinet. Reviewed the importance of WIOA Regional Planning with Franklin Hampshire Workforce Board to ensure a coordinated approach to job creation and economic expansion.

B. Approval of the Minutes

Chair Patricia Samra, thanked Dr. Royal and Christine Abramowitz for their service with the Board and MHHCWB/REB respectively as this is their last Board meeting.

- **Action Taken:** A motion to accept the Minutes from the March 21, 2023 meeting was seconded and approved.

II. Executive Committee Report

Patricia reviewed the Executive Committee report.

Finance Committee: Report on the 3rd QTR Financials was given which noted that expenses were on track as expected at this point in FY 2023.

- **Action Taken:** A Motion to ratify the FY2023 Budget Modification, as approved by the Finance Committee and the Executive Committee, was seconded and approved.

Youth Council Committee: Chair Cleveland Burton and Christine Abramowitz reviewed the WIOA Youth 2nd Year WIOA Youth re-contracting process that included both fiscal and programmatic monitoring.

- **Action Taken:** A Motion to Ratify Youth Re-Funding for the vendors to be funded at their proposed current amounts and to be adjusted proportionally to their share of the WIOA Youth Funding was seconded and approved.

One Stop Career Center Committee: Meredith Wise proceeded to talk about the One Stop Career Centers and discussed progress on the implementation of MassHire Business Solutions and the Talent Bank.

- **Action Taken:** A motion to Re-contract with the MassHire Springfield Career Center for FY 2024 for the third year of the four~ year Charter Period was seconded and approved.
 - Kermit Dunkelberg Abstained
- **Action Taken:** A motion to Re-contracting with the MassHire Holyoke Career Center for FY2024 for the third year of the four-year Charter period was seconded and approved.
 - Kermit Dunkelberg Abstained

Additionally, based on MassHire Holyoke's ongoing relocation process, and in accordance with Section 10- Term of Charter; Modifications of the Charter between MassHire Hampden County Workforce Board, Inc. Hampden County Career Center, Inc. dba as MassHire Holyoke Career Center:

- **Action Taken:** A motion to continue contracting with MassHire Holyoke Career to be contingent upon satisfactory acceptance and approval by the MassHire Hampden County Workforce Board, Inc. Board of Directors of the following Terms and Conditions was seconded and approved.
 - Kermit Dunkelberg Abstained
1. Submission by the Board of Directors of Hampden County Career Center, Inc. dba as MassHire Holyoke Career Center by July 1, 2023, of a viable and concrete Funding Plan, to secure sufficient funding to underwrite the construction costs and the relocation of MassHire Holyoke Career Center to the STEAM Building, 208 Race Street, Holyoke, MA. UPDATED Funding Plans to be submitted to MHHCWB 10 business days prior to the start of each FY 2024 Quarter (October 1, January 1, and April 1).

Funding Plan to include the disposition of funding from ALL sources including the MassHire Holyoke Career Center's Unrestricted Fund Balance, Funding from the FY 2024 State Career Center Line Item allocated to MassHire Holyoke Career Center by MassHire Hampden County Workforce Board, Inc., and Pay for Performance Grants, as possible contributors to the Funding Plan. Subsequent Quarterly Funding Plans to update the July 1, 2023 Funding Plan.

2. Submission by the Board of Directors of Hampden County Career Center, Inc. dba as MassHire Holyoke Career Center to MassHire Hampden County Workforce Board, Inc., by July 1, 2023, of the Table of Organization of MassHire Holyoke Career Center with the name and position of each full time equivalent MassHire Holyoke Career Center staff person.

3. Submission by the Board of Directors of Hampden County Career Center, Inc. dba as MassHire Holyoke Career Center to MassHire Hampden County Workforce Board, Inc., by July 1, 2023, of the physical location of the following MassHire Holyoke Career Center Departments and the number of full time equivalent staff deployed in each Department:
 - A. Youth Services
 - B. Business Services Team
 - C. WIOA Counseling
 - D. Reentry and Recovery
 - E. Administration and Fiscal

WIOA 4-Year Plan Modification and Annual Plan for FY2024:

Christine shared a Power Point outlining the 4-Year Plan for FY24 and went over the plan in categories.

- **Action Taken:** A Motion to approve the submission of the Hampden County WIOA 4-Year Local Plan Modification, including the Priority of Service policies was seconded and approved.
- **Action Taken:** A Motion to approve submission of the Annual WIOA Operational Plan when due was seconded and approved.

III. Strategic Plan and Scoreboard – FY2024-FY2026

David led a discussion on the new MHHCWB FY 2024-FY 2026 Strategic Plan and Scoreboard and highlighted the following points:

- The Strategic Plan and Scoreboard is an “Aspirational Plan Grounded in Reality”.
 - The Plan is data driven.
 - The nature of work. What will work look like in the years covered in the new Strategic Plan.
 - Will work settings and venues look different and how will it affect the workforce for both management and employees.
 - Where will the jobs be in FY24 – FY26
- **Action Taken:** A Motion to accept the FY 2024-FY 2026 Strategic Plan and the Scoreboard was seconded and approved.

With no further business coming before the Board, Patricia thanked the Board and the meeting was adjourned at 4:30PM.

Submitted by David M. Cruise