

MHHCWB BOARD OF DIRECTORS MEETING
September 12, 2023 ~ 3:00PM - 4:30PM

Board Members Present:

K. Messina	K. Dodds	E. O’Keefe
C. Brown	P. Samra	D. Butterfield
M. Wise	J. Jeffrey Sullivan	
J. Cook	G. Golash-Kos	
E. Cummings	S. Kasa	
E. Demetrion	S. Hatiras	

Others Present:

MassHire Staff		
----------------	--	--

MINUTES OF THE MEETING

Meeting Materials

Mailed Out: Agenda, Minutes of the June 20, 2023 meeting, Executive Committee Report.
FY 2024 Budget, FY 2024 WIOA Operational Plan for Formula Funds

Screen Shared: Minutes of the June 20, 2023 meeting, Executive Committee Report, FY 2024
Budget, FY 2024 WIOA Operational Plan for Formula Funds, FY 2024
MassTalent Key Industry Pillars

I. Welcome & Business Items

Patricia Samra, Board Chair, called the meeting to order and reviewed the Agenda.

David M. Cruise announced to the Board that he will be retiring from MHHCWB in February 2024. Chair Patricia Samra indicated that the MHHCWB Executive Committee will be managing the search and selection process to fill the position.

A. Approval of the Minutes

- **Action Taken:** A motion to accept the Minutes from the **June 20, 2023** Board Meeting was seconded and approved.

II. Executive Committee Report

Patricia Samra reviewed the Executive Committee Report, based on the meeting held on August 23, 2023.

- **Action Taken:** A motion to accept the Executive Committee Report as presented was seconded and approved.

III. FY 2024 MHHCWB Budget

Diana Carr introduced the members of the Finance and Audit Committee. Diana gave a presentation on the **FY 2024 MHHCWB Budget** and the comparison to the FY 2023 Budget. MassHire gets their funding from three sources and gave examples: **Federal, State and Private Funds**. She also went over the two major Revenue sources: **Formula and Competitive**. The Pie charts presented showed the FY2024 Internal Expense breakdown (\$1.9 Million) and the FY2024 Client Services Expense breakdown (\$12.5 Million). Also there is a Performance Based Contract under the State funding where there is a potential to earn excess revenue funds. It is projected that in FY 2024 there will be an opportunity to earn \$50,626.

- **Action Taken:** A Motion to ratify the FY2024 MHHCWB Budget as approved by the Finance Committee and the Executive Committee, was seconded and approved.

IV. FY 2024 WIOA Operational Plan for Formula Funds

Steve Trueman shared a power point outlining the **FY 2024 WIOA Operational Plan for Formula Funds**. He highlighted key points while going over the plan in Categories. The One Stop Career Centers through recruitment and advertisement increased the Job Seekers by 2,000 and looking to serve 16,000 for FY24. Steve went over the **Adult/Dislocated Worker Funds** and services to be provided as well as the proposed outcomes. He reviewed the **WIOA Youth Funds** and services to be provided as well as the proposed outcomes. The program is projected to serve about 425 low income at-risk youth ages 14-24.

- **Action taken:** Motion to accept the **FY2024 WIOA Operational Plan for Formula Funds** as presented was seconded and approved.

V. President & CEO Report

- **Update on 2023 Summer Jobs Program-** served over 900 young people this summer. Thanked everyone who had a part with making this possible for our future employees.
- **Update to MassHire of Holyoke Relocation-** Relocation process from current facility of 850 High Street to 208 Race Street continues to be a work in progress. Two of the five MHH departments are currently operating at 208 Race Street. The MassHire Holyoke Board of Directors continues to source funding to help support the total cost of the transition process. Recently, they secured through Mass Development a \$500,000.00 Term Loan at a 5% interest. The MHH Board continues to look for State funding.
- **MA Workforce Skills Cabinet-** The organizing body of the Healy Administration has added the Secretary of Health & Human Services as the fourth Secretary to the MA Workforce Skills Cabinet. They will be managing the strategic roll-out workforce plan for MA during the next three years of the Healy Administration.

- David introduced and welcomed new ***MHHCWB staff member*** Deborah Snape who started at MHHCWB July 17, 2023. She will be focusing her work on the MHHCWB Youth Programs. Deborah thanked the Board and let them know of the positive initiatives that are planned.

VI. Strategic Discussion: FY 2024 MassTalent Key Industry Pillars

At the June 15, 2023 meeting of the MassHire State Board Workforce Board, Labor and Workforce Development Secretary Lauren Jones made a presentation to the Board showing the MassTalent four Key Industry Pillars: Advanced Manufacturing, Life Sciences, Healthcare and Human Services and Clean Energy. With the addition of the Secretary of Health & Human Services to the MA Workforce Skills Cabinet it is hoped that more interest in the Human Services workforce needs may emerge as a workforce priority. MHHCWB will continue to work closely with the MA Workforce Skills Cabinet operations staff as new initiatives, programs and funding opportunities begin to become available.

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

Submitted by David M. Cruise