

## **MassHire Metro South/West Workforce Board**

### **Executive Committee Meeting**

#### **Minutes from August 27, 2020**

**Members present on Zoom Conferencing:** Lisa Kubiak, Chair, Ed Bartley, Patrick Davis, Mark Fegley, Jennifer Jackson, Rev. Lloyd, Andy Vizulis

**Members absent:**, Gwenn O'Keefe

**Other:** MassHire Metro South/West Workforce Board staff present: Greg Bunn, Henry Bryson, Meghan Burke, Cindy Cedrone; MassHire Metro South/West Career Center staff present: Louise Meyer

#### **Welcome, Acceptance of Minutes**

The meeting was called to order at 8:30 a.m. Lisa Kubiak asked for a motion to approve July 23, 2020 minutes. Andy Vizulis made the motion; Ed Bartley seconded. All members indicated "yes" on Zoom Participant window. Motion passed.

#### **Finance Committee Structure Update**

Greg Bunn reported that the Finance Committee is in transition, while continuing to recruit new members. He said Ed would be stepping down as chair after the next Finance Committee meeting and that Mark Fegley will act as chair until a permanent member is nominated. Ed noted that the new structure of the board over the last year has worked very well and the financial situation has been stable.

#### **MassHire MSW Youth Program Updates**

Meghan Burke reported on the summer youth programs. She said the YouthWorks Summer Program was challenging due to restrictions, but it was very successful and productive. There were 74 youth in three tiers: Nine 14-15 years old; 48 subsidized work experience, in-person; and seven Career Pathways, in health and wellness. She said solid protocols were being put into place for future programs.

Meghan reported that recruitment for DESE for teacher externships surpassed the expected two teacher placement and eight teachers were placed and all had completed credit hours from Fitchburg State. Andy Vizulis said this was great news and Mark Fegley asked if further funding was available and if testimonials were available. Greg Bunn said there would be a virtual wrap-up event in the fall and the legislatures would be made aware. He said we hope to receive an Admin Grant from DESE.

Meghan also reported that Connecting Activities requested a hold on starting programs until the State budget is approved.

Greg said he met with the new president of Commonwealth Corporation, Christine Abrams, about expanding into more target cities. He reported that a model is being considered with the City of Framingham to create internships under the summer program which could be replicated in Waltham.

Louise Meyer reported that Career Connections had a six-week virtual workshop with 15 youth and that a partnership with the YMCA in Framingham was being considered for paid internships.

### **Other Updates**

**Career Center:** Louise Meyer said the career centers were still closed to the public, but all services were being offered online. She said the staff are continuing to reach out to customers.

Rev. Lloyd said not being able to visit a career center is a justice issue because many people do not have access to computers. Greg said he hopes to have updates by the full board meeting in the fall on when the centers will be allowed to have customers even on a limited basis. Henry said the website was mobile friendly and enhancements were constantly being implemented to help customers get the necessary information.

### **Career Center Procurement Working Group Updates**

Louise Meyer recused herself from the meeting. The Committee discussed critical elements of the RFP and the timeline.

Lisa asked for a motion to adjourn the meeting. Jennifer made a motion; Patrick seconded; Meeting was adjourned at 9:55 a.m.