



# METRO SOUTH/WEST WORKFORCE BOARD

420 Lakeside Avenue  
Marlborough, MA 01752  
508.281.6901

February 28th, 2020

To Whom It May Concern:

Please be advised that in order to maintain a fair and transparent process with regard to all activities related to procurement of a One-Stop Career Center Operator for the Metro South/West workforce area, the Metro South/West Workforce Board is recusing member, Gwenn O'Keefe, Director, Education and Skills Training for the South Middlesex Opportunity Council from the aforementioned process.

Consistent with WIOA sec. 107 (h), Ms. O'Keefe will not be involved in any activity related to the procurement development process, release and evaluation, or negotiation and selection of a One-Stop Career Center Operator.

Greg Bunn

Executive Director  
MassHire Metro South/West Workforce Board  
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