



Annual Member Meeting

June 17, 2020

8:30am - 10:30am

Via Zoom due to Covid-19 Crisis

- Present:** Valerie Sutton (Chair), Carson Burrington (Vice Chair), Rosemary Alexander, Reed Brockman, Danny LeBlanc, Russette Lyons, Kambiz Maali, Rafael Mares, Brian Murray, Lisa Amaya Price, Sandra Smith, Steven Sullivan, Sue Walsh, Karen Sampson-Johnson, Rick Laferriere, Michael Cosgrove, Debra Jacobson, Alice Murillo, Colleen Moran, Josh Eichen, Nancy Conti
- Absent:** Maria Kefallinou, James Donovan, Michael LaMonica, Melissa Weldon, Allen Boyer, Colin Smith
- MNWB Staff:** Chris Albrizio-Lee, Cyndy Chapin, Richard Dalton, Heather Derby, Maisa Ferreira, Tom Hanna, Penny Hasseli, Dwayne Hull, Lauren McCann, Brian Nunez, Lorraine Rivera, Melora Rush, Stephanie Sakelarakis, Dani Smejkal, Trey Walsh, Li Xu
- Guests:** Lee-Ann Johnson, MassHire Metro North Career Center;

MINUTES

Agenda Topics	Major Discussion Points	Next Steps (Who, what, by when)
	<ul style="list-style-type: none">Valerie Sutton, Chair, called the meeting to order at 8:33am.	
Welcome	<ul style="list-style-type: none">The Chair welcomed Members and guests to the MassHire Metro North Workforce Board's Annual meeting. The meeting was held via Zoom due to the Covid-19 pandemic.	<ul style="list-style-type: none">
Review and Approval of April 2020 Meeting Minutes	<ul style="list-style-type: none">The Chair stated that the minutes from the April 15, 2020 MNWB meeting were sent out earlier in the week in the meeting packet. The Chair asked for any questions or comments regarding the minutes.<ul style="list-style-type: none">There being no questions or comments, the Chair requested a motion to approve the minutes. Reed Brockman made the motion to approve the minutes and Steve Sullivan seconded the motion.	<ul style="list-style-type: none">

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	<ul style="list-style-type: none"> ○ Upon motion duly made and seconded, the minutes of the April 15, 2020 MNWB Quarterly Meeting were unanimously approved as presented by roll call vote of all Members present: <ul style="list-style-type: none"> ▪ Yes: Rosemary Alexander, Reed Brockman, Carson Burrington, Nancy Conti, Michael Cosgrove, Debra Jacobson, Karen Sampson-Johnson, Rick Laferriere, Danny LeBlanc, Russette Lyons, Kambiz Maali, Rafael Mares, Brian Murray, Alice Murillo, Colleen Moran, Lisa Amaya Price, Sandra Smith, Steven Sullivan, Valerie Sutton, Sue Walsh ▪ No: --- ▪ Not Present at time of vote: Josh Eichen 	
Officer and Board of Directors Vote (Vote, Roll Call)	<ul style="list-style-type: none"> • The Chair informed the Members that according to the Board’s bylaws, the Board of Directors, which includes Officers, must be voted in by the full Board membership at the Annual Meeting. • Before the vote, the Chair recognized the Board members who are stepping down and thanked them for their service and contributions to the Board: Danny LeBlanc, Russette Lyons and Lisa Amaya Price. • The Chair noted that some members of the Board of Directors and Officers who were voted in last year will be rolling into the second year of their two-year term; and that there are some members who will need to be voted in this year to new two-year terms. • The full list of Board of Directors and Officers for the upcoming year was included in the meeting materials sent to Members prior to the meeting. • The Chair noted that there is a vacancy in the Treasurer position and asked anyone interested in the role to contact the Chair or Chris Albrizio-Lee. • The Chair asked for a motion to vote on the members of the Board of Directors to be elected to new two-year terms as listed on the Board Slate document. Sue Walsh made the motion and Reed Brockman seconded the motion <ul style="list-style-type: none"> ○ There being no questions, upon motion duly made and seconded, the Board Slate was unanimously approved as presented by roll call vote of all Members present. <ul style="list-style-type: none"> ▪ Yes: Rosemary Alexander, Reed Brockman, Carson Burrington, Nancy Conti, Michael Cosgrove, Debra Jacobson, Karen Sampson-Johnson, Rick Laferriere, Danny LeBlanc, Russette Lyons, Kambiz Maali, Rafael Mares, Brian Murray, Alice Murillo, Colleen Moran, Lisa Amaya Price, Sandra Smith, Steven Sullivan, Valerie Sutton, Sue Walsh ▪ No: --- ▪ Not Present at time of vote: Josh Eichen 	
WIOA Youth Provider	<ul style="list-style-type: none"> • Reed Brockman, Chair of the Youth Committee, presented on the WIOA Youth Proposal Review Committee’s recommendation on the WIOA Youth Provider Procurement for FY2021. The 	

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Recommendation and Vote (Roll Call)	<p>written recommendation was sent out to all Members prior to this Meeting as part of the meeting packet.</p> <ul style="list-style-type: none"> ○ All recommendations were unanimous. ○ Following discussion, and upon motion duly made and seconded, the WIOA Youth Proposal Review Committee’s recommendation on the WIOA Youth Provider Procurement for FY2021 was unanimously approved as written in the recommendation memo as presented by roll call vote of all Members present. Alice made the motion and Brian seconded the motion <ul style="list-style-type: none"> ▪ Yes: Rosemary Alexander, Reed Brockman, Carson Burrington, Nancy Conti, Michael Cosgrove, Debra Jacobson, Karen Sampson-Johnson, Rick Laferriere, Danny LeBlanc, Russette Lyons, Rafael Mares, Brian Murray, Alice Murillo, Colleen Moran, Lisa Amaya Price, Sandra Smith, Steven Sullivan, Valerie Sutton, Sue Walsh ▪ No: --- ▪ Abstain: Kambiz Maali ▪ Not Present at time of vote: Josh Eichen 	
MNWB Major Activities Report Grants Report	<ul style="list-style-type: none"> ● The Chair noted that the MNWB Major Activities Report, Grants Update and Committee Reports were emailed to Members and asked Chris Albrizio-Lee to present highlights of the Board’s activities from the last quarter. ● Chris highlighted the following: <ul style="list-style-type: none"> ○ Welcome to Dani Smejkal who started on June 1 as Manager of Workforce Systems. Dani has run youth and adult WIOA programs in New York City. ○ Internally and with the Career Centers, our emphasis this quarter has been on how to move all of our programs online. ○ Youthworks program is focus of our Youth Team this summer. Most placements will be project based, virtual placements. We will be working with our 6 cities over the summer. Positive news that Massachusetts state, cities and towns have found a creative ways to create summer jobs. ○ Secured Regional STEM Network Grant and our STEM at Work grant which focuses on internships. ○ Hospitality and Gaming grants have been fully virtual and have next year’s Gaming Grant has been submitted in partnership with the City of Boston. ○ Developing a virtual “Safety, Sanitizing, Customer Service, and Conflict Resolution” training program under the Walmart Grant. ○ We have looked at a few different RFPs and are looking at other opportunities to launch the Work to Thrive Initiative. ○ Grants Updates: 	

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	<ul style="list-style-type: none"> ▪ Workforce Competitiveness Trust Fund grant application has been submitted with Associated Builders and Contractors, Inc., Winn Residential and a few non-profits on pre-apprenticeship training in building/building maintenance ▪ We have partnered with Burlington and Bedford on a CDBG grant. If funded, this would provide healthcare related job training funding for Burlington and Bedford residents. ○ Lisa Amaya Price asked if there is a silver lining due to COVID for students with disabilities since programs are now online? <ul style="list-style-type: none"> ▪ They will follow up on this, especially with Malden. ▪ Looking at serving more youth to stretch the budget due to virtual programming. ▪ Self paced Signal Success Training ○ Sue Walsh asked about Encore layoffs. Are they looking to rehire incumbent workers or will they be looking to hire new workers? <ul style="list-style-type: none"> ▪ Our gaming grant is a hospitality grant focusing on Encore and other businesses. If opportunities do not come back, there may need to be a new strategy to find them other opportunities. ▪ Encore will hire incumbents first. They anticipate 30% will not return. The NECAT training program has incorporated ENCORE specific training to allow for smooth hiring process. ○ Reed is seeing a lot of virtual volunteer opportunities arise. 	
Career Center/Operator Transition Update	<ul style="list-style-type: none"> • Sue Walsh, co-chair of the Workforce Systems Committee, provided an update on our career centers: <ul style="list-style-type: none"> ○ Lee-Ann Johnson will remain leading the Career Centers under the new operator. ○ Performance statistics – meeting significant parts of our goals. Performance is taking a hit on placements due to Covid. ○ All services are virtual, including workshops. Metro North is third in state in terms of services provided during Covid. ○ Individual Training Accounts are flying out the door. Trainings are in our priority industries. ○ Thanks to MNWB team on hard work on transition. Especially challenging in the time of Covid. ○ Lee-Ann is grateful for her team- there have been no lulls in services. <ul style="list-style-type: none"> ▪ No RESEA statewide. Calling all new claimants on unemployment list to offer services, sending welcome email to all. ▪ Survey to businesses went out. ○ Penny Hasseli gave an update on the Career Center Operator transition: 	

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	<ul style="list-style-type: none"> ▪ At two weeks away from operator transition we are right where we want to be. Weekly transition meetings. Charter and Contract executed. All leases signed. All interested staff were interviewed. Management and frontline staff have been hired. ▪ Public notice went out first week in June. ▪ ABCD joined MOU partners meeting. ▪ Career Centers will be closed June 20- July 8 for training and IT work. ○ Rosemary Alexander asked about staff changes: A couple of people did not want to continue for personal reasons, resulting in the possibility of a few open positions. 	
COVID-19 Response	<ul style="list-style-type: none"> • Chris presented some work MNWB is involved with regarding COVID19 response efforts: <ul style="list-style-type: none"> ○ Working with MAPC on C-19 response targeting municipalities to develop a framework to respond to Covid short, medium and long term. <ul style="list-style-type: none"> ▪ Final plan will come out shortly and will examine how do local municipalities and regional partners respond and partner. ▪ Josh Eichen from MAPC gave more details on the work: <ul style="list-style-type: none"> • Looking at how to respond to unemployment and intersection with housing and public health. • Thinking about when federal support and eviction moratorium end and need for coordinated response. How do municipal governments function in this space and how do they partner? • Framework sets in motion a continued coordinated effort among partners can keep working together and sharing information and resources. • Set up systems framework to guide response through next phases. • Looking at areas of greatest impact, target populations, mutual aid resources increase • Safe jobs moving forward • Future mitigation policies ▪ MassHire statewide strategy update – Road to Re-Employment is examining how MassHire as a system identifies all impacted jobseekers and how to get them connected to employment opportunities and pathway to reemployment. ▪ Looking at phases of re-opening ▪ Metro North Career Center staff is involved in this planning 	
Standing in Solidarity Statement and Discussion	<ul style="list-style-type: none"> • Chris introduced the MNWB solidarity statement by stating that MNWB wants to be public in our commitment to effecting change around systemic racism at all levels of our work. <ul style="list-style-type: none"> ○ This will be an ongoing conversation at future meetings. 	

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	<ul style="list-style-type: none"> ▪ Chris read the MNWB Standing in Solidarity Statement and opened a discussion about what this means to us as a workforce board and as board members. ▪ Several Members and staff spoke about the impact of anti-racism work and Black Lives Matter movements personally and professionally. ○ MNWB will be looking into potentially engaging a DEI consultant and reviewing other ways it can take meaningful action, including in partnership with MNCC. 	
Upcoming Meetings	<ul style="list-style-type: none"> • The Quarterly and Annual meetings for FY2021 are as follows: Wednesday, September 9, 2020 Wednesday, December 9, 2020 Wednesday, March 10, 2021 Wednesday, June 9, 2021 	
Other business as may come before the Annual MNWB Meeting	<ul style="list-style-type: none"> • 	
Adjourn	<ul style="list-style-type: none"> • The meeting was adjourned at 10:30a.m. 	
	<ul style="list-style-type: none"> • Documents used at the June 17, 2020 MNWB Annual Meeting: <ul style="list-style-type: none"> • Agenda and FY21 MNWB Meeting Dates • Draft April 2020 Meeting Minutes • Board Slate • WIOA Youth Procurement Recommendations • Major Activities Report/Grants Update • Committee Reports • Career Center Performance Metrics • Standing in Solidarity Statement 	