



Quarterly Member Meeting

Wednesday, September 13, 2023

8:30AM-10:30AM via Zoom

Present: Colleen Moran (Chair), Carson Burrington, Rosemary Alexander, Reed Brockman, Nancy Conti, Michael Cosgrove, Debra Jacobson, Maria Kefallinou, Rafael Mares, Brian Murray, Rachael Running, Steven Sullivan, Valerie Sutton, Sue Walsh, Jennifer Mancia

Absent: Chris Hope, Alice Murillo, Allen Boyer, Kambiz Maali, Rick Laferriere

Guests: Lee-Ann Johnson

MINUTES

Agenda Topics	Major Discussion Points	Next Steps (Who, what, by when)
Call to Order	<ul style="list-style-type: none"> Colleen Moran, Chair, called the meeting to order at 8:36AM. 	
Welcome	<ul style="list-style-type: none"> The Chair welcomed Members and guests to the MassHire Metro North Workforce Board's Quarterly meeting. 	
Review and Approval of May 2023 Meeting Minutes (Vote, Roll Call)	<ul style="list-style-type: none"> The Chair stated that the minutes from the May 10, 2023 MNWB meeting were sent out 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. Valerie Sutton made the motion to approve the minutes and Reed Brockman seconded the motion. Upon motion duly made and seconded, the minutes of the May 10, 2023 MNWB Quarterly Meeting were unanimously approved as presented by roll call vote of all Members present at the meeting: <ul style="list-style-type: none"> Yes: Colleen, Carson, Rosemary, Reed, Nancy, Michael, Debra, Maria, Rafael, Brian, Rachael, Steven, Valerie, Sue, Jennifer No: 	

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	<ul style="list-style-type: none"> ▪ Not Present at time of vote: Chris H., Alice, Allen, Kambiz, Rick ▪ Abstain: 	
MNWB Major Activities Report	<p>Chris Albrizio-Lee reviewed the highlights of the Major Activities Report which was sent to all Members via email in the meeting packet.</p> <ul style="list-style-type: none"> • Youthworks - Served over 700 youth through partners with the summer and year-round YouthWorks program. Last FY, Youthworks summer and year-round exceeded goal and served over 900 youth. • Connecting Activities - Over 2,000 students served among all CA schools last FY. Schools are just now back in session and the CA team is working with students. • STEM - Over 400 students served related to STEM programs last FY. Upcoming: Massachusetts STEM week, STEM events for the Metro North region with lead, Kate Armstrong as the point person for STEM week. Any Board member working in STEM fields/involved in STEM, we ask that you connect with Kate or Chris to get involved. • WIOA Youth - 4 providers for this FY (1 in-school: YWCA Malden, 3 Out of School: ABCD, Breaktime, Just-A-Start) • Other program updates - Completed first cohort of summer YouthWorks PACMAN program with 11 program graduates. Funding from the Cummings Foundation and YouthWorks program to target youth for pre-apprenticeship training. Two more cohorts will take place over the next 2 summers. • Starting this month, new round of funding with the Commonwealth Corporation for the original PACMAN program. • Work to Thrive - New grant funding for small business and entrepreneurs pilot programs focused on entrepreneurs and small businesses in the City of Somerville using ARPA Funds. Two programs - focus on potential new entrepreneurs and employees of existing small businesses in the City of Somerville. • Digital JEDI - Granted a 4-million-dollar digital equity grant through the Mass Broadband Institutes digital equity funds with priority communities in Chelsea, Revere, Everett, Malden, Somerville, Cambridge) and partnering with MassHire South Shore on this initiative, working with the north shore communities as well. (2-year grant - not to be talked about publicly until a public announcement goes out). Working with over 20 partners. • Lee-Ann Johnson, MNCC Systems Director, gave an update on the MassHire Metro North Career Centers – Added new job positions to cater to additional services including Digital Navigators (Services in Spanish and Arabic languages), computer workshop lead, rolling out in-person computer classes (Cambridge + Woburn, plus advanced classes offered virtually) and upgraded in-house technology. Support Service Navigators connect people to resources (food, housing, childcare, etc.). Career Advisor focuses on alternative employment programs (such as OJTs + pre- 	

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	<p>apprenticeship/apprenticeship programs). Bridges Returning Citizens Center (assists returning citizens). Networks: African Bridge Network, Tailored for Success.</p>	
<p>Career Center Operator and WIOA Youth Provider Procurements</p>	<p>Chris gave the Board an update on the mandatory procurements under WIOA:</p> <ul style="list-style-type: none"> • One-Stop Career Center Operator – Procurement required every 4 years. The charter will start next July 1. Looking for Board volunteers to join a procurement review committee (review applications, make a recommendation to the full Board as to who should be the Career Center operator as of July 1). Will release the RFP in October, gives applicants until mid-December to submit, review committee members will meet a few times in January. During the February meeting, a recommendation will be made to the full Board. Will have one initial meeting with review committee early to mid-October to review RFP. • WIOA Youth Providers – Direct services are provided by WIOA Youth Providers – procurement required every 2 years. The charter will start July 1. Seeking volunteers to join the review committee which will meet in April to review applications and make a recommendation to the Board during the May Board meeting. 	
<p>Strategic Plan Performance Report</p>	<ul style="list-style-type: none"> • Pahneez Hasseli presented the Strategic Plan Performance Report <ul style="list-style-type: none"> ○ Data is for all FY23 Career Center and Workforce Board Activity (July 1, 2022 – June 30, 2023) 	
<p>Labor Market Data Presentation and Discussion</p>	<ul style="list-style-type: none"> • Pahneez Hasseli and Liana Gracia presented the Labor Market Report highlights and lead a discussion with breakout groups to discuss findings. 	
<p>Presentation and Discussion: City of Somerville Workforce Development</p>	<p>Jennifer Mancia, MNWB’s newest Board Member, presented on the work of the City of Somerville Economic Development Division</p> <ul style="list-style-type: none"> ○ Team manages funds through public processes that provide job training opportunities, career navigation, and support services to Somerville residents. 	
<p>Member Updates</p>	<ul style="list-style-type: none"> • Reed Brockman – Model Bridge and Future City competition (Looking for a location for event, possibly a university that can host, and anyone that wants to get involved as a volunteer). 	
<p>Other business as may come before the Quarterly MNWB Meeting</p>	<ul style="list-style-type: none"> • n/a 	

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Adjourn	<ul style="list-style-type: none"> • The meeting was adjourned at 10:27 A.M. 		
	<ul style="list-style-type: none"> • Documents used at the September 13, 2023 MNWB Meeting: <table border="1" data-bbox="457 289 1709 596"> <tbody> <tr> <td data-bbox="457 289 1709 596"> <ul style="list-style-type: none"> • Agenda • Draft May 2023 Meeting Minutes • Major Activities Report • Committee Updates • Grant Summary Chart • Strategic Framework –KPI Dashboard and PowerPoint Presentation • LMI PowerPoint </td> </tr> </tbody> </table> 	<ul style="list-style-type: none"> • Agenda • Draft May 2023 Meeting Minutes • Major Activities Report • Committee Updates • Grant Summary Chart • Strategic Framework –KPI Dashboard and PowerPoint Presentation • LMI PowerPoint 	
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