

MassHire Franklin Hampshire Workforce Board
Minutes of March 7, 2024 via Zoom
8:02 AM to 8:54 AM

(Approved by the Workforce Board)

Members in Attendance:

Neil Scanlon (Chair)	Alan Wolf	John Waite
Allison van der Velden	Kecia Bossie	Jeff Napolitano
Anthony Scibelli	Colleen Kucinski	Cindy Peeters
Sue Sumner	Shardool Parmar	Clare Higgins
Melissa Eaton	Mark Dore	Kristin Cole
	Michelle Schutt	

Staff in Attendance:

Rebecca Bialecki	Davis Hawkowl	John, ASL interpreter
Jen Droesch	Maura Geary	Laura Whittier

Agenda Item I: Call to Order

Chair Neil Scanlon called the meeting to order.

Motion: To approve the December 7, 2023 FHWB Minutes by Clare Higgins, seconded by Allison van der Velden.
No discussion followed.

Vote: Unanimous.

Agenda Item II: Finance Committee Report

Finance Committee's newest member is Alex Colonna. Committee Chair John Waite summarized the committee work and called upon the FHETC Finance Director Davis Hawkowl to elaborate. Davis reported on the State monitoring process and was questioned for clarification. Rebecca explained how fiscal and programmatic monitoring occurs annually. No discussion followed.

Agenda Item III: Leadership Award Nominations

Neil reviewed all submissions and called for a vote. One nomination was withdrawn through consensus as the organization does not meet the criterion at this time. Vote was taken to accept the nominations for Youth Workforce Leadership, and Workforce Development Leadership. Votes were unanimous; no discussion followed.

Agenda Item IV: Career Center Certification Review Team

Rebecca explained the timeline and invited all members of the Board to volunteer. It was noted that people could volunteer after this meeting as well. No discussion followed.

Agenda Item V: Program Updates

Rebecca noted that the monitoring process was going well, and program interviews were underway. The CCS presentation were of particular note due to the skill and talents of facilitator Andrea Reynolds.

WB staff are collaborating with Berkshire WB and Holyoke CC to host the Construction & Trades Career Day at the fairgrounds in early May. Over 300 high school students from across the state have registered to attend. Businesses have been responsive and there is still room for more businesses to register.

WB secured health grants for mentoring youth. Three cohorts are active currently.

Rebecca detailed the progress made by Pioneer Valley Market Maker Jen Droesch in registering the FHWB with the Division of Apprenticeship Standards. Jen is working with GCC on a grant opportunity around registered apprentice and pre-apprenticeship options.

Maura reported that the Career Center is seeing more in-person customers. Their marketing campaign included website development and job fairs. Expect to continue focus on sheltered immigrants' projects with job placement. WB Staff member Matt Allen continues to serve as an interpreter.

Agenda Item VI: Director's Report

Rebecca gave a Workforce Board staff engagement update before announcing her retirement. Rebecca thanked the Board for their engagement and positivity throughout the 4 years of her tenure.

Agenda Item VII: Hiring Committee Volunteers

Neil explained the process of assembling a hiring committee. Rebecca remains available for addressing transitional needs.

Agenda Item VIII: Other Business

June is the month for our annual luncheon meetings of the FHREB, Inc and the Board. Meetings will occur at the Greenfield Public Library from 12-2PM on 6-6-24. Lunch will be provided at 11:30AM.

Reminder was issued on how the conflict of interest law training is a requirement for all Board members. There is online coursework every 2 years plus signing an acknowledgement form every year. Every Board member is required to register for trainings through the Ethics Commission portal: <https://massethicstraining.skillburst.com/User/index.php> When any training is complete then please notify Laura to track certificate for Board files. All Board members are asked to complete all requirements by the end of this fiscal year.

Agenda Item IX: Adjourn

Motion: To adjourn by Neil Scanlon, seconded by Allison van der Velden.

Vote: Unanimous.

Next full Board meeting: June 6, 2024