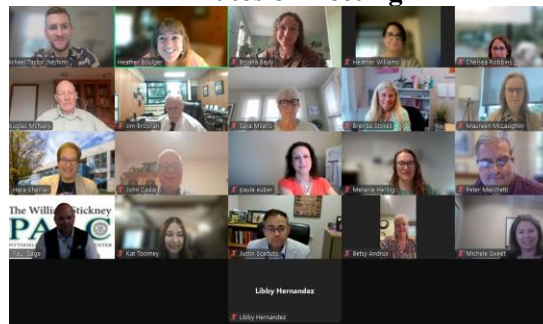




**Board of Director Meeting
Thursday, September 3, 2026 8AM
Via zoom**

Minutes of meeting



Attendees:

Mission: To develop partnerships, generate resources, and advocate for workforce solutions that result in a skilled workforce,

✓	B. Andrus	✓	L. Hernandez	✓	C. Robbins		Staff:
*	M. Blake	*	A. Ingegni	✓	J. Scaduto	2	H. Boulger, H. Williams
✓	J. Brosnan	*	K. Kern	*	E. Sheridan	3	B. Bayly; K.Toomey; S. Milano
✓	J. Cadiz		J. Maturevich	✓	M. Sweet		Guests:
✓	H. Charlier	✓	D. McNally	*	C. Smith	✓	Mayor Marchetti
*	E. Dellea		M. McGeeney	✓	B. Stokes	✓	M. Herzig
✓	P. Euber	*	D. Moresi	✓	M. Tyler		
*	D. Evans		B. Morrison				
✓	P. Gage	✓	B. Petropulos		14/27		
*	T. Gage		A. Rankin		*excused absence		

prospering businesses, and equitable access to meaningful career pathways and quality employment for residents and youth.

I. Call to Order

Board Vice President Michael Taylor started the meeting at 8:01 AM by welcoming Board members, Mayor Marchetti and guests, and assuring a quorum (14/27).

Consent Agenda

Vice President Taylor removed the Individual Training Accounts and the FY2026 audit (not finished) from the consent agenda and asked if there were any additional items that needed to be removed from the consent agenda. Hearing none, the following items were considered:

- A. Minutes from June 4, 2026 Board of Directors Meeting.
- B. FY2027 Financial Statement (\$152,644 income; \$117,656 expenses; \$34,988 net surplus; \$56,189 in checking; \$152,437 in money market; \$46,726 in Accounts Receivable)

Doug McNally motioned to approve the consent agenda items, seconded by Libby Hernandez, and the motion carried.

- C. Individual Training Accounts – 4 providers; 22 programs

Doug McNally made a motion to approve the ITA list, seconded by Hara Charlier, and the motion carried. James Brosnan and Brenda Stokes abstained.

II. Announcements/Communications

The Executive Director noted upcoming meetings:

Quarterly Board of Directors Meeting – December 3, 2026 at 8AM to be held in person. Please reach out if you would like to host.

- Executive Committee Meeting – October 14, 2026 at 8AM via Zoom
- Evaluation Committee Meeting – September 23rd, 2026 at 8AM via Zoom
- Youth Council Meeting – October 1st, 2026 at 9AM via Zoom
- Board/Community Orientation – November 10, 2026 from 10-11AM via Zoom. Municipal leaders and the Berkshire Delegation will be invited.
- WIOIA Partners meeting – October 12th at 10AM via Zoom

Communications included:

- None – Please make sure we have a current conflict of interest form on file and that you have completed the State Ethics Commission’s Conflict of Interest Law Online Training every 2 years (Board members can submit a certificate from other organizations).

Welcome New Board Members:

- Hara Charlier, Berkshire Community College
- Justin Scaduto, General Dynamics

Self-introductions occurred.

III. New Business

WIOA FY27 Plan – Heather Boulger highlighted the FY27 draft plan

- FY27 WIOA programmatic, infrastructure or organizational changes (none)
- Career Center location at 160 North Street, 3rd floor (no changes)
- Integrated Budget
- Board to receive up to 8% of WIOA funds
- Training Threshold request at 20%
- Performance negotiations as needed
- Required to post for 30-day public comment (draft posted 8/26/26)

The plan is due September 11th. Discussion ensued and *a motion was made by Doug McNally to approve the draft plan. Seconded by James Brosnan, the motion carried.*

FY27 Connecting Activities Recommendation – Heather Williams provided the Youth Council’s recommendation to provide \$52,500 to the 11 school districts.

1. North Adams Public Schools	\$5,000	
2. Hoosac Valley School District	\$5,000	
3. Lee Public Schools	\$5,000	
4. Lenox Public Schools	\$5,000	
5. McCann Tech School	\$2,500	
6. Berkshire Hills Reg School District	\$5,000	
7. Southern Berkshire School District	\$5,000	
8. Mt. Greylock Reg. School District	\$3,500	
9. Pittsfield Public Schools	\$8,000	
10. Central Berkshire School District	\$5,000	
11. BART Charter School	\$3,500	Total: \$52,500

Discussion ensued about if the awards are based on student population, and *a motion was made by Doug McNally, seconded by John Cadiz, and approved. James Brosnan abstained.*

FY27 CA Post-Secondary & Career/MyCAP Teams - Heather Williams noted that there is \$22,000 available for districts and provided the following recommendations:

District/Schools that do not receive MyCap funds:

1. Mt Greylock	\$1,500	
2. Berkshire Hills	\$5,000	
3. Central Berkshire	\$5,000	Totaling \$11,500

Districts/Schools receiving MyCap funds and can use CR Project funds to support career readiness activities:

1.	BART	\$1,000	
2.	Pittsfield Schools	\$1,500	
3.	McCann	\$1,000	
4.	Hoosac Valley	\$1,000	
5.	North Adams	\$1,000	
6.	Lee	\$1,000	
7.	Lenox	\$3,000	
8.	Mt. Everett	\$1,000	<u>Totaling: \$10,500</u>

Discussion ensued about what MyCap entails (career readiness/work based learning; academic success; and social-emotional learning), and a ***motion was made by Doug McNally, seconded by John Cadiz, and approved. James Brosnan abstained.***

IV. Strategic Discussion

Heather Boulger briefly highlighted the MassHire system and reiterated the Board's mission and priorities (employer resource, access/accountability, training/education, and youth career readiness and pathway development). The Board will be establishing a new Strategic Plan during the fiscal year and asked what workforce trends should be prioritized and what actions or partnership should be considered. Discussion ensued:

- Municipal employment opportunities including water department
- Behavioral and Mental health occupations and support
- General Dynamics engineering – more than 300+ job opportunities
- Workforce housing
- Early Childcare Education
- Leadership development
- Towns should consider work-based learning experiences (interns)
- Growing nursing including clinical occupations such as surgical tech, radiology tech, imaging, ER, etc.). There is a shortage of clinical placement opportunities
- Challenged everyone to think differently. Opportunities for small businesses and entrepreneurs.

V. Program & Operations Reports

Executive Director report included the following updates:

- Hiring an Office & Operations Manager to support BCREB/BWB Office
- Convened with Representative Davis
- Received MassTech Collaborative grant for manufacturing OJTs
- Started Early Childcare Educator Apprenticeships (4)
- Massachusetts AI & Digital Skills – Rapid Reskill Initiative
- Hosted 2 marketing interns. Drafted FY26 annual report.
- Marketing increased by 22% (social media & print). Including Berkshire Eagle articles and Innovation in the Berkshires!

Youth Director report included:

- North County Summer Employment program (12th year) provided 7 youth with a paid work experience. Host employer included Porches Inn, MCLA, Savvy Hive, Ethos Pathways, Full Well Farm. Program sponsors included ABE Clothing Shop, MountainOne, BeaconBank, First Congregational Church of Williamstown, MCLA Berkshire STEM, Pittsfield Cooperative Bank and Crane.
- Youth Works Pilot Program (\$75K) developed employer paid opportunities. Engaged 13 companies with 45 positions. 63 youth applied with 26 following up. 11 placed at Evergreen Education, Bagel & Bre, Zucchini's, Porches, Berkshire Workforce Board, & Wander.

- Connecting Activities was funded at \$334,438 and supports Board youth staff, school CR coordinators, Teams, and CR projects. FY27 Goals to continue to enhance/build upon district's integrated career readiness systems, enhance pathways, and possibly explore elementary school activities.

Industry Manager report included:

- Awarded \$500K WCTF/Donnelly Workforce Success grant to continue healthcare training
- Healthcare Hubs grant concludes 12/2026 with 522 enrolled, 434 completing (23 pending)
- Submitted \$100K Community Workforce Partnership grant for North Adams hospitality training
- Career Technical Initiative partnership with McCann and Taconic was funded for adult training. Board providing marketing/outreach and support
- Committed to BRPC CEDS committee
- Goal for FY27 to focus on Agriculture and Clean Energy and to engage one new employer per month. Please reach out for recommendations.
- Berkshire Blueprint will be refreshed. Discussion ensued about gaps and future opportunities including:
 - Engineering – software & program engineering
 - Electrical classes do not include Security Systems – employers are struggling/closing
 - Non-profit management & project management
 - Wastewater treatment
 - Expand on the “additional critical opportunities” (Business & Finance; Creative Economy & Information Technology) to be clearer

MassHire Berkshire Career Center Report – Melanie Herzig highlighted career center activities:

- WIOA Adult enrolled 21; 8 in training; 3 placed at an average wage of \$23.23/hr
- WIOA Dislocated Worker enrolled 10; 6 in training; 1 employed at average wage of \$24/hr
- Youth enrolled 19; 2 HiSET; 1 youth job placed.
- Two new In-School youth vendors
- UI Navigational Assistance assisted 96 customers
- RESEA (Reemployment Services & Eligibility Assessment) – 71 completed with 9 employed
- Veterans served 30
- Total customers served 553 with 1,163 visits
- Highlights
 - YouthWorks – enrolled 55 in cycle 1 and up to 20 for cycle 2
 - Currently have 3 OJTs
 - Young Adult Job Fair on August 21st at BIC had 74 job seekers and 19 employers
 - English for Employment – 10 week program starting September 22nd
 - Annual Veteran Job Fair on November 13th at the Holiday Inn
- Business Services assisted 723 companies with 8 being new to the center and 715 repeat business with 6 recruitments and 713 marketing efforts.

Michael Taylor thanked the Career Center for their Public Works Job Fair and their workforce efforts.

VI. Adjournment

Vice President Taylor thanked Board Members and staff for their continued commitment and hard work, and thanked Mayor Marchetti and guests for attending. The next meeting of the full Board will be December 3, 2026 in-person at a location to be determined at 8AM. ***With no further business to discuss, a motion to adjourn was made by John Cadiz, seconded by Libby Hernandez, and unanimously approved.*** Meeting ended at 9:03M.

Respectfully submitted, Chelsea Robbins, Secretary
HPB