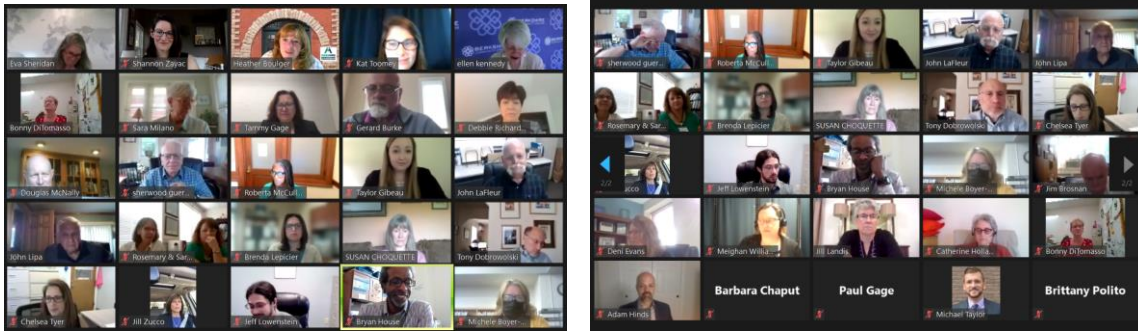




Board of Directors Meeting – Thursday, June 10, 2021
Via: Zoom (remote platform)



Attendees

	R. Adams	✓	C. Holloway		B. Morrison		Staff:
✓	J. Brosnan	✓	B. House	✓	B. Petropulos	✓	H. Boulger
✓	J. Burke		A. Ingegna		R. Recker	✓	K. Toomey
	J. Butler	*	R. Keegan	✓	E. Sheridan	✓	H. Williams
✓	B. Chaput	✓	E. Kennedy	✓	M. Taylor	✓	S. Zayac
*	E. Dellea		S. Kinstle	✓	C. Tyer	✓	S. Milano
✓	B. DiTomasso	✓	B. Lepicier		B. Waternan		Guests:
✓	D. Evans	✓	J. Lipa			✓	D. Richardson, R. McLaughlin, S. Miller, S. Choquette, J Zucco, J Landis
✓	P. Gage	✓	J. Lowenstein			✓	Sherwood Guernsey, FCCW
✓	T. Gage	✓	D. McNally			✓	Michele Boyer-Vivori
	L. Harrison	✓	K. Messina (Meighan Williams)		*excused absence	✓	Taylor Gibeau, ACB
						✓	Tony Dobrowlowski, Berk Eagle
✓	Senator Hinds	✓	Roberta McCulloch-Dews	✓	Brittany Polito, iBerkshires	✓	John Lafleur, LTI

Order suspending certain provisions of the Open Meeting Law and Governor’s Order of limiting meetings of more than 10 people: Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor’s March 23 and 31, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Berkshire Workforce Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Berkshire Workforce Board’s website, at <http://www.massshireberkshire.com>. Board members were asked to sign into the chat.

Call to Order:

President Eva Sheridan opened the meeting at 8:02AM by welcoming everyone to the remote meeting and assuring a quorum (19 members). Today’s meeting will celebrate our successes, honor workforce professionals, and help to set the stage for future success.

I. Consent Agenda

President Sheridan asked if there were any agenda items that needed to be removed from the consent agenda.

- A. Recommendation to approve the Minutes of the March 11, 2021 Board of Director meeting.
- B. Recommendation to approve the YTD FY2021 Financial Statement reflecting \$748,019 income; \$666,022 expenses; showing net surplus of \$81,997. There is \$110,420K in checking; \$75K in money market; \$79,982 in Accounts Receivable, and \$548 in savings.
- C. Recommendation to approve 3 programs from 2 vendors on the Individual Training Account list.

- D. Recommendation to approve Juneteenth (June 19th) as a paid legal holiday for BCREB staff and Berkshire Career Center staff consistent with M.G.L. Chapter 4, Section 7, Clause 18.
- E. Recommendation to approve the FY2022 Budget which reflects new contracts, 2% increase in salaries, 403B budget at 6%, and income of \$814,000; expenses of \$800,060; with a net surplus of \$8,000.
- F. Recommendation to approve the FY22 WIOA Plan summary reflecting \$65K be provided to BWB, overall increase of 8% from FY21, office hours, and 30-day public comment on www.masshireberkshire.com website.
- G. Recommendation to approve the 4-year WIOA plan which will be posted on www.masshireberkshire.com website by June 23rd, 2021 to allow for 30-day public comment period.
- H. Recommendation to approve the WIOA Partner MOU FY22-25 signed by our 19 partners.
- I. Recommendation to approve the FY22 WIOA Youth provider Berkshire Training & Employment, Inc. of \$194,284 to serve a minimum of 32 youth and Framework/Admin costs of \$111,312 totaling \$339,551.
- J. Recommendation to approve the MassHire Berkshire Career Center Report through 4/30/21 serving 390 employers and 1,995 job seekers. Including the Return to Work plan of professional development for staff on June 24th; staff return on staggered schedule on July 12th; customer by appointment only on August 2nd; and open to the public on September 7th.
- K. Recommendation to approve the Youth Director Report reflecting 234 internships with 133 employers; 19 Career Awareness activities serving 1100 students; 16 Career Exploration service 138 students; 10 teacher externships; Virtual Career Week; and summer programming
- L. Recommendation to approve the FY2022 rental no-increase cost of \$21,252/annual to 1Berkshire.

A motion was made by Doug McNally to approve the consent agenda items, seconded by Bonny DiTomasso, and the motion carried.

II. Announcements/Communications

- **Quarterly Board meeting – September 9, 2021 at 8AM**
- **Executive Committee – August 11, 2021 at 8AM**
- **Evaluation Committee & Youth Council will be monitoring summer programs**
- ▶ Received initial Board and Career Center certification from EOLWD
- ▶ Thank you from Taconic High School’s Allied Health participants for covering their CNA test costs

Executive Director report – The BWB pandemic response assisted 662 employers and the Career Center assisted 2,657 job seekers. Board participation jumped to 80%! The Berkshire Skills Cabinet convened and started career pathways and critical sector training in manufacturing, healthcare and hospitality. Provided data to 120 organizations generating \$1.6M in new resources. College/Career Readiness opportunities provided 234 high school internships; 3,174 students K-12 career awareness and exploration activities and summer programming is underway. The Return to Work for BWB staff will be June 28th with 4 days/week in the office. Rapid reemployment and career technical initiative efforts are underway to help companies obtain the necessary labor force to thrive. FY2022 priorities include refining BWB strategic plan; establish creative marketing strategies to ensure companies have the workers they need; gear up for summer programming; and strengthening private sector Board membership.

Kat Toomey provided an overview of BWB high school interns Nick from Taconic High School and Talia from Mt. Greylock who assisted with labor market information, research & development, social media and video editing, and resource mapping in assistance with the virtual career event. A summary video by the interns was presented.

III. FY22 Nomination Committee – On behalf of the Nomination Committee, Ellen Kennedy reported that the following Board of Directors terms are up for appointment for 2021-2023 term:

- Jonathan Butler, 1Berkshire
- Barbara Chaput, Massachusetts College of Liberal Arts
- Bonny DiTomasso, Elder Services
- Deni Evans, Dept. of Transitional Assistance

- Paul Gage, Adult Learning Center
- Tammy Gage, Pittsfield Public Schools
- Bryan House, Berkshire District Attorney Office
- TBD, Miraval/Cranwell
- Doug McNally, Frost Hollow Associates
- Brian Morrison, Central Berkshire Labor Council
- Beth Petropulos, Mountain One
- Eva Sheridan, Boyd Technologies

Current vacancies in hospitality, retail, and real estate. At 56% private sector. *A motion to approve the 2-year terms was made by **Bonny DiTomasso**, seconded by **Deni Evans** and **unanimously approved**.*

The Nomination Committee is recommending the following Youth Council members for reappointment:

- Bryan House, Berkshire District Attorney's Office
- Kathy Yon, Pittsfield School Committee
- Doug McNally, Frost Hollow Associates
- Becky Recker, Unistress

No resignations or current vacancies. *A motion to approve the 2-year terms was made by **Tammy Gage**, seconded by **Bonny DiTomasso** and **unanimously carried**.*

Nominations for FY22 offers was solicited and the Nomination Committee is recommending the following slate of officers for FY2022:

- | | |
|-------------------------------|---|
| • <u>President:</u> | Eva Sheridan , Boyd Technologies |
| • <u>Vice President:</u> | Albert A. Ingegni, III , Berkshire Health Care Systems |
| • <u>Vice President:</u> | Michael Taylor , City of Pittsfield |
| • <u>Treasurer:</u> | James Brosnan , No. Berkshire Vocational School District |
| • <u>Youth Council Chair:</u> | Doug McNally , FrostHollow Associates |
| • <u>Secretary:</u> | Chelsea Tyer , Neenah Paper |
| • <u>At-Large:</u> | Vacant |

*A motion to approve the slate of officers as presented was made by **Ellen Kennedy**, seconded by **Bryan House**, and **unanimously approved**. Ellen Kennedy thanked the current officers and paid tribute to Bob Keegan from Crescent Creamery for his time and commitment to being an officer. Private sector leaders are encouraged to step into leadership roles and solicit new private sector members!*

III. Annual Business

President Sheridan noted that she has transitioned from Main Street Hospitality to Boyd Technology and is eager to continue with our workforce efforts. As part of annual business, Board members will receive an email asking to complete the conflict of interest form (if not already on file). The BWB has a strong Diversity statement in our programming to ensure inclusivity in our Board membership, staffing, programming and for our customers.

The FY22 Board schedule will be the following Thursdays at 8AM (likely hybrid):

- September 9, 2021 December 9, 2021
- March 10, 2022 June 9, 2022 Annual Meeting

The Executive Director noted the 14 holidays in which the BWB Offices will be closed.

IV. CEO Comments, Annual Awards

On behalf of CEO Mayor Tyer, City of Pittsfield's Communication Director Roberta McCulloch-Dews provided recognition and thank yous to the Board, staff and partners for continuing the critical workforce programming to help our employers, job seekers and youth with their employment and training needs during the pandemic. Although it was challenging to attract trainees, much work was accomplished. Roberta noted the City of Pittsfield's COVID economy recover pipeline of \$682K supported 9 companies and they are still accepting applications. Although it has been a difficult year, the City of Pittsfield is feeling hopeful as businesses are reopening, and are appreciative that catalyst organization like the BWB are helping companies with their workforce needs. Roberta also announced a \$225K healthcare grant through the BWB, and offered her congratulations to today's awardees.

Annual Workforce Impact Awards are presented yearly to dynamic and dedicated individuals and to innovative and engaged companies. The work that we do as a Board impacts hundreds of companies and thousands of job seekers, incumbent workers, career changers and youth. It couldn't be done without the engagement of our community. The 2021 awards include:

- Heather Williams highlighted the 2021 Youth Champion - **Taylor Gibeau**, Adams Community Bank – for assistance in planning, igniting and participating in the first Virtual Career Week for area students and engaging employers in submitting videos for our career readiness library.
- Shannon Zayac recognized the 2021 Employer of the Year – **Berkshire Health Care Systems, Sarah Miller & Susan Choquette** – for establishing a new blended hybrid nursing assistant program during a global pandemic to help get people back to work while keeping their residents, staff and students safe.
- Sara Milano honored the 2021 Employer of the Year – **LTI Smart Glass**, Christopher Kapiloff & John Lafleur – for being a strong supporters of our manufacturing initiatives and for providing on-the-job training opportunities to get people back to work.
- Heather Williams recognized the 2021 Youth Ambassador – **Sherwood Guernsey**, First Congregational Church of Williamstown – for igniting and supporting the North County YouthWorks program for the past 7 years which has made a significant difference in the lives of area youth.
- Heather Boulger honored the 2021 Workforce Ambassador – **Tony Dobrowolski**, Berkshire Eagle – for his continued advocacy of workforce items and for demonstrating strong civic value in community journalism with integrity, honesty and fairness.

The awardees thanked the BWB for their recognition.

Senator Hinds congratulated the awardees and thanked them for leading the charge to make things happen which helps to change people's lives. He applauded the BWB efforts before the pandemic and noted that they are critical now more than ever. The Senator highlighted the encouraging news of the April unemployment rate of 7.1% and noted his and the Senate's commitment in the budget to support Connecting Activities, the Workforce Competitiveness Trust Fund, Career Pathways and YouthWorks as part of critical reemployment efforts. The pandemic showed us how vulnerable we can be, how resilient we are, and the need to rethink what works and adapt what did not. The Senator applauded the awardees with their responsive, creative and inspirational efforts, and thanked the Board, McCann, BCC and others for their job training and workforce efforts. Heather Boulger thanked the Senator for his continued support, congratulated him on the birth of his son, and wished him a happy birthday!

V. Strategic Discussion

President Sheridan noted that employers are struggling to find workers due to a variety of reasons and highlighted the 2,989 Berkshire job openings on Job Quest. Board members were asked if there were any industry challenges.

- Bonny DiTomasso from Elder Services indicated the significant need for home healthcare workers. Heather Boulger noted that home health aid certification is part of the nursing assistant training.
- MassHire System working on Road to Reemployment to help job seekers return to work and to help companies obtain a workforce

VI. Adjournment

Eva Sheridan noted that the next meeting of the full Board of Directors will be September 9th, 2021 and thanked Senator Hinds, Roberta McCulloch-Dews, guests and Board members for their participation. With no further business to discuss, *a motion to adjourn was made by Doug McNally, seconded by John Lipa, and unanimously approved.* Meeting closed at 9:02AM.

Respectfully submitted,
Chelsea Tyer, Secretary
HPB