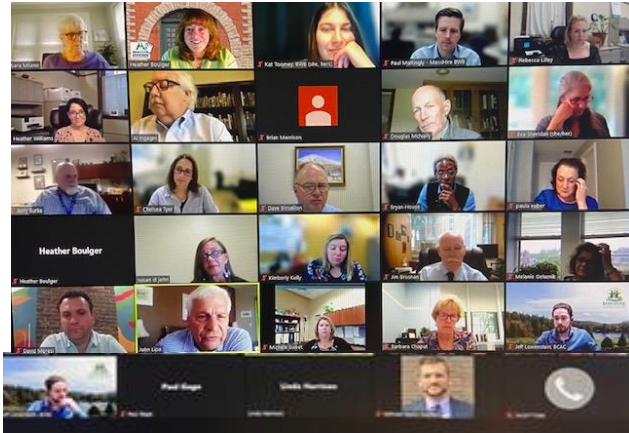




**Board of Directors Meeting – June 9, 2022**  
**Via: Zoom (remote platform)**



*Attendees*

	R. Adams	*	T. Gage	✓	D. Moresi		Staff:
✓	D. Bissaillon	✓	L. Harrison	✓	B. Morrison	✓	H. Boulger
*	M. Blake	✓	B. House	✓	B. Petropulos	✓	K. Toomey
✓	J. Brosnan	✓	A. Ingegni		R. Recker	✓	H. Williams
✓	J. Burke	✓	R. Keegan	✓	E. Sheridan	✓	R. Lilley
	J. Butler	✓	K. Kelly	✓	M. Sweet	✓	S. Milano
✓	B. Chaput	*	E. Kennedy	✓	M. Taylor	✓	P. Mattingly
*	E. Dellea	✓	J. Lipa	✓	C. Tyer		Guests:
✓	P. Euber	✓	J. Lowenstein		B. Waterman	✓	Susan St John, BHS
✓	D. Evans	✓	D. McNally			✓	M. Gelaznik, MHBCC
✓	P. Gage		K. Messina		*excused absence		

**Order suspending certain provisions of the Open Meeting Law and Governor’s Order continued through July 15, 2022**

**I. Call to Order:**

President Eva Sheridan opened the meeting at 8:01AM by welcoming everyone to the remote meeting and assuring a quorum. The meeting will be recorded, please enter name into the chat box to officially sign in.

**Consent Agenda**

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

*A. Recommendation to approve Minutes of March 10, 2022*

*B. Recommendation to approve YTD Financial Statement reflecting \$836,031 revenue; \$671,963 expenses; \$184,047 net surplus; \$144K checking; \$76K money market; \$64K accounts receivable.*

*C. Recommendation to approve the Individual Training Accounts including 8 programs from 4 providers.*

*D. Recommendation to approve the FY23 Budget reflecting \$1,021,000 income; \$1,013,000 expenses; \$8,000 net surplus. Includes 2% staff wages; increase in benefits and contracted services.*

*E. Recommendation to approve the FY23 WIOA Plan reflecting \$65,000 to be provided to the Board; proposed performance goals; Career Center hours as noted; and ITA cap of \$6500.*

*F. Recommendation to approve the FY23 WIOA Youth Provider – Berkshire Training & Employment, Inc. \$441,416 to serve 40 youth and provide Admin and framework services. A motion was made by Albert Ingegni to approve the consent agenda items, seconded by Jerry Burke, and the motion carried.*

## **II. Announcements/Communications**

The Executive Director announced the following meetings:

- ▶ *Quarterly Board meeting – September 8<sup>th</sup>, 2022 at 8AM*
- ▶ *Proposal Review – currently reviewing WTFP Sinicon application*
- ▶ *Executive Committee – August 10<sup>th</sup> at 8AM via zoom*
- ▶ *Evaluation Committee & Youth Council– monitoring summer programs*

Communications included new grants and upcoming funding opportunities:

- ▶ Board Certified FY22-24
- ▶ Thank you from Taconic Allied Health participants for sponsoring nursing assistant testing
- ▶ Thank you BIC for sponsoring BeTA student

## **III. Nomination Committee**

**FY2023 Nominations Committee** – On behalf of Committee Chair Kennedy, President Sheridan noted the Nomination Committee report.

### **Board of Director Terms – 2022-2024**

- ▶ *James Brosnan, McCann Technical School*
- ▶ *Gene Dellea, Fairview Hospital*
- ▶ *Linda Harrison, General Dynamics*
- ▶ *Albert Ingegni, Berkshire Health Care Systems*
- ▶ *Robert Keegan, Crescent Creamery*
- ▶ *Ellen Kennedy, Berkshire Community College*
- ▶ *Ken Messina, Division of Career Services*
- ▶ *Michael Taylor, City of Pittsfield*
- ▶ *Chelsea Tyer, Neenah Inc.*
- ▶ *Byron Waterman, IUE 254-255*

### **Resignations:**

- ▶ *Robert Adams, Edward Jones*
- ▶ *Jerry Burke, Hillcrest Educational Centers (retiring)*
- ▶ *John Lipa, Linden Consulting (retired)*
- ▶ *Becky Recker, Unistress*

### **Appointments:**

- ▶ *TBD, Hillcrest*
- ▶ *TBD, Unistress*
- ▶ *Current Vacancies: Retail, private sector*
- ▶ *56% private sector*

***Doug McNally motioned to approve the appointments as outlined. Seconded by Albert Ingegni, the motion carried.***

Executive Director Heather Boulger thanked and congratulated outgoing Board member **Jerry Burke** for his 36 years at Hillcrest Educational Centers and for his 5 years on the Board and wished him all the best for his retirement. Outgoing previous Board Chair **John Lipa** was recognized for his 30 years of service on the Board and 31 years at General Dynamics. His leadership, direction, and advocacy for the Berkshires has been stellar and several board members noted their appreciation for his dynamic workforce advocacy and support. Both have strengthened connections to the business community and have been strong workforce ambassadors.

## **Nomination for Youth Council Term 2022-2024:**

### **Appointment**

- ▶ *Monique Blake, Miraval*

### **Re-Appointment**

- ▶ *Rebecca Ringer*
- ▶ *Vincent Marinaro*
- ▶ *Kathleen Phillips*
- ▶ *William Ballen*

### **Resignations**

- ▶ *Bonny DiTomasso (7/21)*
- ▶ *Dustin Burdette (6/22)*
- ▶ *Becky Recker (4/22)*

**Current Vacancies:** *none*

***Doug McNally motioned to approve the appointments as noted. Seconded by Bryan House, the motion carried.***

FY2023 Officer Nominations were solicited and the Nomination Committee is proposing the following slate of officers:

- ▶ *President: Eva Sheridan, Jane Iredale*
- ▶ *Vice President: Albert A. Ingegner, III, Berkshire Health Care Systems*
- ▶ *Vice President: Michael Taylor, City of Pittsfield*
- ▶ *Treasurer: James Brosnan, McCann Tech*
- ▶ *Assistant Treasurer: Beth Petropulos, MountainOne*
- ▶ *Youth Council Co-Chair: Doug McNally, FrostHollow Associates  
Bryan House, District Attorney Office*
- ▶ *Secretary: Chelsea Tyer, Neenah Paper*
- ▶ *At-Large: David Moresi, Moresi & Associates*

***John Lipa motioned to approve the slate of officers, seconded by Albert Ingegner, the motion carried.***

President Sheridan thanked everyone for the continued vote of confidence and for the leadership of those who accepted the nomination.

## **IV. Annual Business**

- Please be sure to complete and forward the Conflict of Interest; ethical conduct and non-disclosure of information.
- Just a reminder to have a Diversity, Equity and Inclusion lens with everything we do – staff, board, trainees, youth, etc. as it is embedded into our mission.
- FY2023 Calendar was reviewed: September 8, 2022; December 8, 2022; March 9, 2023; and annual meeting on June 8, 2023 at 8AM – hopefully in person.
- FY2023 Holidays – 14 holidays where the office will be closed was presented.

Executive Director Report – A pop quiz was presented and Bryan House was the winner!! Heather Boulger reported on the following:

- ▶ BWB assisted 448 companies (and the career center assisted more than 800!)
- ▶ 25% increase in funding
- ▶ 80% board participation; 6 new board members; 4 from private sector
- ▶ 40% staffing changes
- ▶ Closing skills gap/training
  - ▶ Healthcare & Manufacturing – Hybrid, remote & in person training
  - ▶ Shout out to McCann, BCC, BHS, BHCS & BIC for providing training

- ▶ Provided data to 120 organizations; generating \$1.6M in new resources
- ▶ Career Readiness flourishing
- ▶ 40% increase in marketing/visibility

Healthcare initiatives:

- ▶ Completed WCTF 12/21 – trained 60 healthcare
- ▶ Healthcare Hubs 6/23
- ▶ 2 CNA (12 65% employed) 2 MA completed (18 100% employed)
- ▶ 1 MA currently; 4 MCLA CNA fall 2022
- ▶ Behavioral Health 12/22
- ▶ Brien Center supervisors
- ▶ BCC Foundations (trained 30)
- ▶ Network for Professional development
- ▶ New WCTF (embargoed) 7/22 – 9/24 will train 180 nursing assistants

Sara Milano outlined manufacturing initiatives:

- ▶ 5 Training programs in coordination with **McCann Technical, Berkshire Community College and the BIC**
  - **In-person Advanced Manufacturing**...5 completed the training
  - **Tooling U On-Line Training**...5 completed training received SME Certification; 2 still in training; New enrollment beginning summer
  - **Welding**... 7 completed
- ▶ **In-person Digital Literacy**...beginning in Fall, 2022
- ▶ **In-person MACWIC Training**...proposed for Fall 2022
- ▶ **On-the-Job Training** -Supporting 3 companies, 5 jobs with OJT; OJT Funds will support trainees as new hires
- ▶ **NAMCI** Apprenticeship Program has been introduced to local manufacturers for participation
- ▶ **2022 MassBridge**

Paul Mattingly provided a Manager of Industry Relations update:

- ▶ Market Maker – connecting to companies (86 with this initiative)
- ▶ Future Skills Roadshow -\_Statewide & local resources
- ▶ Employer engagement
- ▶ Streamlining & collaborative approach (Paul, Mel, Dick, Sara & MassHire Team!)
- ▶ Berkshire Skills Cabinet - Convened 3 times; Established career pathways in high schools; Training in critical sectors: Manufacturing, Hospitality & Healthcare/Social Assistance

Heather Boulger noted that FY23 WIOA draft allocations reflect increases and outlined 2023 Priorities:

- Return to work and reemployment efforts (new initiatives & incentives; training; reskilling)
- Strengthen Board membership and succession planning
- Summer youth and year-round programming – lots happening in the schools
- Behavioral health; Healthcare; education pathways (including child care); hospitality and manufacturing

**Youth Director Update** – Heather Williams highlighted **Connecting Activities** programs including:

- **331 internships & 163 employers - Exceeded FY22 goals!**
- 131 paid - 132 STEM - 17 Healthcare / 53 Human Services - 19 Hospitality - 26 Manufacturing / Engineering - 50 Building Trades - 118 Education/Childcare
- *Additional internships & career readiness activities are being entered!*
- *28 Career Awareness activities – 846 students; 89 employers*
- *18 Career Exploration activities – 324 students; 20 employers*
- **High School Student Educational Internship Program (HSSEIP)** - 18 high school seniors

- 150 hours / \$14.25 per hour; February – June 2022; Lee, Monument, Pittsfield High, Mt. Everett & Hoosac Valley, Drury; Experiences in K-8 supporting and learning from teachers and school-based-staff
- **North County School-Year Youth Works Program** -Funded by the First Congregational Church of Williamstown
- 8 youth – high school students; 90 hours / \$14.25 per hr.; February-June 2022
- **Rural Grant Support – BERK12** - expanding College & Career Teams
  - - 6/30 workshop at BIC; orienting new CCT members
  - - summer planning veteran CCT members (creating sustainable Career A, E & I activities, expanding their sustainable CCP/MyCap systems)
  - - 2022 school year: 50 grant paid internships in critical sectors
- **Berkshire Taconic Community Foundation - South County Fund**
  - Expanding College & Career Planning Systems
  - Summer planning Career Readiness Coordinators (CCP/MyCap, Career Pathway planning)
- **STEM Work – MA STEM Council**
  - Summer externships to enhance STEM employer partnerships in STEM-based pathways
  - 2022 school year: 10 employer paid STEM internships
- **8<sup>th</sup> Annual North County Summer YouthWorks (8 youth)**
  - ▶ June 27 – August 5, 2022
  - ▶ Funders: MCLA, ABC / First Congregational Church, Mountain One, SBM Insurance & Adams Community Bank
- **18<sup>th</sup> Annual Youth Works Program** (70 youth (summer) 18+ (year-round));
  - ▶ Funded by Commonwealth Corporation; Implemented by Berkshire Career Center
  - ▶ 3 tiered, age& stage model; serving youth ages 14-25
- **Arts & Cultural Internship Program**
  - Berkshire Museum (3), IS183 Art School (1), Tanglewood (2)
  - Funded through Rural Grant (BERK12)

**MassHire Berkshire Career Center update** – Melanie Gelaznik noted the following:

- Success story – YouthWorks; ABE; HiSet; now working at City Hall
- Assisting with Chipolte recruitment
- New Operations Manager – Sarah Ogden
- Interviewing UpSkilling Navigator to work with Market Maker
- Youth walking in 4<sup>th</sup> of July parade
- Exceeded goals
- 793 employers served through 4/30/22 (goal is 400)
- 2237 job seekers served with 6684 visits
- 139 Veterans
- 27 Dislocated Workers
- 19 WIOA Adults
- 412 youth
- Offering computer-based training to help get customers in the door

**V. Workforce Impact Awards**

The following individuals were recognized for their outstanding workforce efforts this year!

**2022 Youth Champion - Teagan Far** – Berkshire Workforce Board intern who assisted with labor market information, developed educator video; flyers; social media; MassHire Banners; and Career Trees! We wish her all the best with her future endeavors!

**2022 Employer of the Year - Susan St. John** – Berkshire Health Systems medical assistant instructor who has taught for more than 40 years and connected hundreds of trainees to employment opportunities!

**2022 Employer of the Year – Lenco Armored Vehicles** has provided tours, hired trainees, provided input on manufacturing training needs, and developed material for Manufacturing Month. This year provided work-based learning experiences to students and participated in a Youth panel to highlight opportunities in manufacturing.

Board members discussed workforce issues:

- John Lipa thanked everyone for their kind words and challenged Board members to continuously advocate for local needs – to have the private sector drive the organization – and to challenge to do better
- Doug McNally noted the importance of assisting municipalities with their workforce needs. Discussion ensued about seeking the MassHire team to conduct a planning grant to establish skill sets for communities. Jim Brosnan reiterated the importance of scaling up and training.
- Jerry Burke thanked the Board team for their hard work and engagement in the community, and applauded the efforts of John.
- Barb Chaput noted the continued struggle within the childcare sector including the impact on women in the workforce.
- Heather Boulger thanked Board Members, Officers and Staff for their continued expertise, feedback, guidance and support!

#### **VI. Adjournment**

President Sheridan offered her appreciation on behalf of the Board to both John and Jerry and wished them all the best with this next chapter in their lives. The next meeting of the full Board will be September 9, 2022 at 8AM. *With no further business to discuss, a motion to adjourn was made by Jerry Burke, seconded by John Lipa, and unanimously approved.* Meeting ended at 9:05AM.

Respectfully submitted,  
Chelsea Tyer, Secretary/HRBP