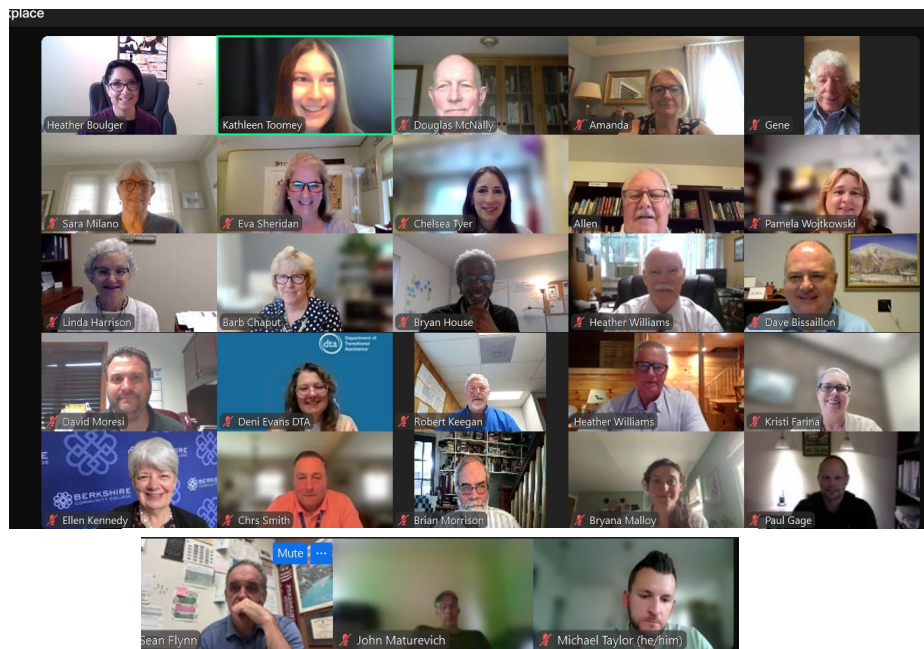




Board of Directors Meeting – Thursday, June 6, 2024



✓	D. Bissailon	✓	L. Harrison	✓	E. Sheridan		Staff:
✓	M. Blake	✓	B. House		M. Sweet	✓	H. Williams, S. Milano
✓	J. Brosnan	✓	A. Ingegna	✓	C. Smith	✓	B. Malloy, K. Toomey
	J. Butler	✓	R. Keegan	✓	M. Taylor		Guests:
✓	B. Chaput	✓	E. Kennedy	✓	C. Tyer	✓	Pam Wojtkowski, MassHire Berkshire
✓	E. Dellea	✓	D. McNally	✓	J. Maturevich	✓	Sean Flynn, Monument Mt.
	P. Euber	✓	K. Messina	✓	A. Rankin	✓	Kristina Farina, Monument Mt.
✓	D. Evans	✓	D. Moresi		T. Billington		
✓	P. Gage	✓	B. Morrison		22/28		
*	T. Gage	*	B. Petropulos		*excused absence		

Attendees

Mission: To develop partnerships, generate resources, and advocate for workforce solutions that result in a skilled workforce, prospering businesses, and equitable access to meaningful career pathways and quality employment for residents and youth.

I. Call to Order:

Chair Eva Sheridan opened the meeting at 8:00AM by welcoming everyone and assuring a quorum.

Consent Agenda

Chair Sheridan asked if there were any additional agenda items that needed to be removed from the consent agenda. Hearing none, the following items were considered:

A. Minutes of March 7, 2024

B. Financial Statement (\$856,582 income; \$849,034 exp; \$16,548 net)

C. Individual Training Account (3 providers; 3 programs)

D. FY25 WIOA Plan (\$65K to Board)

E. FY25 WIOA Youth Provider

A motion was made by Ellen Kennedy to approve the consent agenda items, seconded by Bob Keegan the motion carried.

II. Announcements/Communications

Heather Williams noted the next meeting of the full board of directors and upcoming meetings and activities:

- ▶ Quarterly Board meeting – September 5th, 2024 at 8AM via zoom
- ▶ December & June meetings in person
- ▶ Executive Committee – August 14, 2024
- ▶ Evaluation Committee & Youth Council– monitoring summer programs

Communications included:

- ▶ Board & Career Center Certified! - 7/1/24 – 6/30/27
- ▶ Massachusetts Workforce Board Association Visit on May 22nd

III. Committee Recommendations

Ellen Kennedy announced Board of Director & Youth Council Nominations:

REPORT OF THE NOMINATING COMMITTEE

The Berkshire Workforce Board welcomes new FY2024 Board members:

- **Teri Billington**, Human Resources (November 2023)
- **John Maturevic**, IUE 2540255 (February 2024)
- **Amanda Rankin**, Carr Hardware (November 2023)

The Nominating Committee submits the following report, recommending that:

1. The following individuals, currently members of the Board of Directors, be re-elected to the Board of Directors of the Corporation for a term of two years ending at the Annual Meeting of the Corporation to be held in June 2026:

- ▶ *Monique Blake, Miraval Resort*
- ▶ *James Brosnan, McCann Technical School*
- ▶ *Gene Dellea, Fairview Hospital*
- ▶ *Paula Euber, Massachusetts Rehabilitation Commission*
- ▶ *Linda Harrison, General Dynamics*
- ▶ *Albert Ingegneri, Salisbury Estates*
- ▶ *Ellen Kennedy, Berkshire Community College*
- ▶ *Ken Messina, EOLWD*
- ▶ *Christopher Smith, Hillcrest Educational Centers*
- ▶ *Michele Sweet, Berkshire Health Systems*
- ▶ *Michael Taylor, City of Pittsfield*
- ▶ *Chelsea Tyer, Mativ*

Resignations: None

Current Vacancies:

- Elder Services

- BCAC

Ellen Kennedy motioned to approve the re-appointments as outlined. Seconded by Al Ingegna, the motion carried.

2. The following individuals, currently members of the BCREB Youth Council, be re-elected to the Youth Council of the Corporation for a term of two years ending at the Annual meeting of the Corporation to be held in June 2026.

- ▶ Rebecca Ringer, PALC
- ▶ Vin Marinaro, BBE
- ▶ Kathleen Phillips, Elder Services
- ▶ Monique Blake, Miraval
- ▶ Courtney Warren, BHS
- ▶ Bill Ballen, Berk12

Resignation:

- Peter Farkas, Berkshire Community College

Current Vacancies: none

Ellen Kennedy motioned to approve the re-appointments as outlined. Seconded by Al Ingegna, the motion carried.

3. The Berkshire County Regional Employment Board, Inc. Nomination Committee solicited nominations for officers for 2024-2026 as required by the by-laws. The following officers be re-elected for a term of **two years** ending at the Annual Meeting of the Corporation to be held in June 2026:

- President/Chairperson: David Moresi, Moresi & Associates**
- Vice President: Michael Taylor, City of Pittsfield**
- Vice President: Chirstopher Smith, Hillcrest Educational Centers**
- Treasurer: James Brosnan, Northern Berkshire Vocational School District**
- Assistant Treasurer: Beth Petropulos, MountainOne**
- Youth Council Chair: Bryan House, 18 Degrees
Doug McNally, FrostHollow Associates**
- Secretary: Chelsea Tyer, Mativ/Neenah**
- At-Large: Albert Ingegna, Salisbury Estates**

Ellen Kennedy motioned to approve the appointments as outlined. Seconded by Bob Keegan, the motion carried.

The BWB staff and Board Members expressed their sincere gratitude to outgoing Chair, Eva Sheridan.

Heather Williams outlined the successes of staff this past year and she thanked the staff for their hard work and perseverance and thanked Board Members for their ongoing support:

- ▶ BCREB staff really rallied this year
- ▶ Increased marketing efforts by 125%
- ▶ Convened with Berkshire Delegation & Mayors
- ▶ Hosted MA secretaries from economic, workforce & education

On behalf of Chelsea Tyer, Evaluation Committee Chair, Bob Keegan provided an update on the Evaluation Committee's activities this year:

- ▶ 10 Programs reviewed impacting 3,652 customers
- ▶ FY24 Board certification
- ▶ FY24 Career Center certification
- ▶ Removal of Veterans Program corrective action plan (April 2024)
- ▶ Strong collaboration with Career Center for programming with healthcare & manufacturing grants

IV. Annual Business

Heather Williams thanked Board Members for completing the State Ethics Training. A signed copy of the FY24 Conflict of Interest Form needs to be on file for all Board Members and staff.

Heather Williams asked Board Members to please indicate in the chat, throughout the remainder of the meeting, the following which will be compiled and analyzed by staff for FY25:

- What are we doing well?
- What should we be doing better?
- Any opportunities we should be connecting to?
- Any outside factors impacting our work?

V. Reports

Heather Williams provided an update on youth activities:

- **238 students** are participating in **structured work-based-learning opportunities (68% of goal)**
 - Critical Sector placements include **11 in Healthcare, 6 in Human Services, 2 in Manufacturing/Engineering, 19 in Hospitality & Tourism, 7 in Construction / Building Trades, and 100 in Education & Childcare, 57 STEM**
 - **118 employers (65% of goal)** have/are providing these experiences with **52 providing paid opportunities (35% of goal)**
- **64 awareness & exploration activities serving 2,163 students!**
- **11 Innovation Pathways in the region!**
- **Anticipating level funding for FY25 to maintain College & Career Teams and Internship Coordination!**

Additional internships and career readiness activities are currently being entered into the School-to-Career database and FY24 goals will all be met.

Members of the region's College & Career Teams will be participating in a session with the BWB and Career Village on June 18th to learn more about **Career Village's AI Career Coach** that will be free for students and school districts to utilize during the 2024-2025 school year.

The **10th Annual North County Summer Youth Works Program** will be taking place July 1 – August 9, 2024. 10 Youth will be participating. Special thanks to the following program sponsors:

- First Congregational Church of Williamstown
- MountainOne
- A Better Community
- Miraval / Hyatt
- SBM Insurance
- Moresi & Associates
- Thank you Barb Chaput!

Career Center's 19th Annual Youth Works Program will serve over 70 youth ages 14-25 this summer!

Bryana Malloy & Sara Milano provided an update on Industry initiatives:

Market Maker meetings have taking place with the following companies:

- ▶ Auto Tech Repair Inc.
- ▶ HA George and Sons
- ▶ Aladco Linen Supply
- ▶ Diversified Energy Solutions
- ▶ Grazie / Tres Ninos
- ▶ Morrison Berkshire

Workforce Competitiveness Trust Fund (WCTF) - July 1, 2022, to June 30, 2024

- ▶ Berkshire Health Systems
 - ▶ 3 week Modified Nursing Assistant training: 11 cohorts
 - ▶ 88% completion rate
 - ▶ Total enrolled: 105
 - ▶ Total completed: 92
- ▶ Integrity Healthcare
 - ▶ 5 week Certified Nursing Assistant training: 7 cohorts
 - ▶ 75% completion rate
 - ▶ Total enrolled: 67
 - ▶ Total completed: 50

Behavioral Health/Healthcare HUBS Grant

- ▶ Berkshire Health Systems:
 - ▶ Nursing Assistant: March cohort (3 graduates); June 17 new cohort starts
 - ▶ Medical Assistant: March cohort (in progress); June 17 new cohort starts
 - ▶ Certified Nursing Assistant: April cohort (9 graduates); May cohort (in progress)
- ▶ Berkshire Community College
 - ▶ Registered Behavior Technician: May cohort (in progress)
- ▶ Integrity Healthcare
 - ▶ Certified Nursing Assistant: June 10 new cohort starts
- ▶ Community Health Programs
 - ▶ Certified Clinical Medical Assistant: July 8 cohort starts
 - ▶ BWB responsible for marketing, screening and recruitment

Berkshire Workforce Blueprint

Final document was submitted to the state on 5/24/24

Manufacturing Update

- ▶ **FY25 Manufacturing Training Program has been approved!** More details forthcoming once the logistics with program partners are determined.
- ▶ **Apprenticeship program via NAMC** – site supervisor training for 10 incumbents within local manufacturing companies. Program managed by Berkshire Community College.
- ▶ **Plans for Manufacturing Month 2024 underway!**

VI. Workforce Impact Awards

BWB staff recognized the following individuals for making a difference in our community this year!

- ❖ **Monique Blake – 2024 Board Member of the Year**
- ❖ **Kristina Farina – 2024 Educator of the Year**
- ❖ **Mativ / Chelsea Tyer & Glen Reinhold – 2024 Manufacturer of the Year**

VII. New Business

Pam Wojkowski provided an update on Career Center Services. (See data attached)

- Smaller Youth Works Program this summer – 70 youth; increased amount of applicants on a waitlist
- New Veterans representative beginning in July 2024!
- Former youth participant / customer now serving as a staff person to assist ELL customers
- Hosting a Healthcare Job Fair on June 11th

Heather Williams outlined the **Personally Identifiable Information (PII) Standard Operating Policy** that ensures Career Center staff's proper handling and protecting of customers' personally identifiable information (PII). *A motion to approve the PII Standard Operating Policy was made by Ellen Kennedy. Seconded by Linda Harrison, the motion carried.*

VIII. Other Business / Adjournment

Ken Messina mentioned the availability of Rapid Response to meet with any school districts in the region that are facing layoffs for the 2024-2025 school year. Heather Williams will connect the Superintendent of Pittsfield Public Schools to Ken after the meeting.

Eva Sheridan closed out the meeting by thanking everyone and wishing all a nice summer. *A motion to adjourn was made by Ellen Kennedy and seconded by Bob Keegan.* The meeting adjourned at 8:57 a.m.