



# BERKSHIRE WORKFORCE BOARD

75 South Church Street, Suite 355  
Pittsfield, MA 01201  
413.442.7177

## Annual Meeting - Thursday, June 6, 2024

8:00-9:15 AM

Via Zoom – attendees will need to register using the link below:

<https://us02web.zoom.us/meeting/register/tZEpdOupqjorHd3Ag8IJNGF-TaV-3FHITVlt>

### AGENDA

Call to Order , Eva Sheridan, President

- I. Consent Agenda (requires roll call vote) (5 minutes)
  - A. Minutes of March 7, 2024
  - B. Financial Statement
  - C. Individual Training Account
  - D. FY25 WIOA Plan (\$65K to Board) & develop plan once issuance provided
  - E. FY25 WIOA Youth Provider
  
- II. Announcements/Communications (5 minutes)
  - Next *BCREB Board meeting*, Thursday, September 5, 2024 at 8:00 AM
  - Committee Meetings will be announced
  
- III. Committee Recommendations
  - A. Nomination Committee, Ellen Kennedy (10 minutes)
    - a. Board, Youth Council and Officer Nominations for FY2025 (vote)
  - B. Evaluation Committee; FY24 report
  
- IV. Annual Business (10 minutes)
  - A. Conflict of Interest Policy & complete form; Eva Sheridan
  - B. Strengths, Weaknesses, Opportunities, & Threats
  - C. FY2025 Budget, Calendar & Holiday Schedule – to be provided at September meeting
  
- V. Reports (10 minutes)
  - A. Youth Director Report; Heather Williams & Kat Toomey
  - B. Industry Report: Bryana Malloy & Sara Milano
  
- VI. Workforce Impact Awards (15 minutes)
  - ◆ Special recognition
  
- VII. New Business (10 minutes)
  - A. Career Center Report, Pamela Wojtkowski
  - B. Personally Identifiable Information (PII) Standard operating policy (vote)
  
- VII. Other Business/Adjournment

*City and Town Clerks: Please post this notice pursuant to M.G.L., Chapter 39, Section 23B*