

**MassHire Central Region Workforce Board  
Executive Committee  
February 17, 2023; 8:30 AM  
Conducted via webex**

**Meeting Minutes**

Attendees: Paul Gilbody, Robin Hooper, Janice Ryan Weekes, Libis Bueno, Joshua Froimson, Jennifer Almeida

Staff: Jeff Turgeon

- Paul Gilbody welcomed everyone to the Webex meeting and asked everyone to review the agenda and note any conflicts of interest. None were noted.
- P. Gilbody asked if anyone would like to make a motion to pass the minutes from the November 18, 2022 committee meeting and a motion was made and seconded to accept the meeting minutes. The motion passed unanimously.
- J. Turgeon reviewed Board programming with the committee, including information regarding the Year-Round YouthWorks program and new state funded STEM and High School Senior Interns in Education projects that will kick off in late January/February. He also noted the State has made additional funding available for the region's Connecting Activity program which the MCRWB will use to support the creation of an employer outreach position housed at the Chamber of Commerce, a "senior scoop" career fair for high school seniors not intending to go to college, and the piloting of a virtual reality-based career development class/activities. He also highlighted some of the area industry pathway program, including the healthcare Hub grant project and the Behavioral Health grant project. He noted they will also try to have consortia meetings for healthcare, Manufacturing, and Transportation/Logistics/Warehousing this next month. He further highlighted an upcoming manufacturing talent pipeline summit to connect employers, schools, and other with information regarding resources they can tap into. The event is the morning of March 16<sup>th</sup> at Holy Cross college and includes breakfast.
- J. Turgeon then informed the committee that the annual state board and career center review will occur in tandem with the board's review of the career center the week of March 6<sup>th</sup> (with some preliminary review work being completed prior to that week). He will be coordinating with Joshua Froimson and the state representative, Carly Arambula.
- J. Ryan Weekes updated the committee regarding a new initiative at the career center to more directly and efficiently connect job seekers with job referrals. The new process is done electronically through the website. Janice also informed the committee that staff are resuming programming to people at the County Jail that are nearing release. The staff are there this week to be trained on the rules governing program delivery "behind the walls". This effort dovetails with her work as the City's re-entry Task Force

Co-Chair. Her staff is also taking part in an upcoming forum regarding services to people in recovery at MassHire Holyoke.

- J. Ryan Weekes then gave an update on the Worcester and the recent completion by the owner of the basic office framing. There is still an anticipated move in date to the new facility of July 1<sup>st</sup>. She noted the continued issue in the current facility of inconsistent cleaning and of the need to hire an outside company to do a deep clean and potentially bring in an outside firm for general cleaning (which would need to be deducted from the rent).
- J. Ryan Weekes also discussed recent hiring and the onboarding of new staff, including two regional upskilling navigator positions and an Employment Counselor position at southbridge. She is still looking to also fill the Youth navigator role with an existing staff person if that will be allowed by Human Resources. Janice also highlighted a recent success story – of a job seeker that did an internship at the Southbridge career center now being happily employed at the Southbridge Conference center. Lastly, she has helped promote staff morale with Janice St. Valentine's Day gift of a hat (with some chocolate) to all career center and board staff. She noted that if any committee members would like a hat, just reach out to her.
- J. Turgeon then shared information regarding current training opportunities with the committee and P. Gilbody asked members if they had any general announcements.
- The committee then discussed the upcoming April Board meeting and the potential to review the new space layout via a slideshow (as well as Southbridge). It was also suggested that the career center monitoring preliminary findings can be shared during the meeting.
- The executive committee meeting will next meet on Friday, March 17, 2023 at 8:30am
- Hearing no other business, the meeting was adjourned.

*Respectfully submitted by: J. Turgeon*