



CAPE AND ISLANDS WORKFORCE BOARD

426 North Street, Suite 9
Hyannis, MA 02601
508.775.5900

**MassHire Cape & Islands Workforce Board
Board of Directors Meeting Agenda, Thursday September 24, 2020, 8:00 AM
Virtual Zoom Meeting Can Be Accessed As Detailed Below**

Note: the meeting will be held by remote participation by MassHire Cape & Islands Executive Committee pursuant to Massachusetts Governor Charles D. Baker's order suspending certain provisions of the Open Meeting Law dated March 12, 2020.

Members of the public can join the meeting by calling 1-646-558-8656 and entering meeting ID 718 326 0589

- **Call Meeting to Order (Roll Call)**
- **Review & Approval of the Meeting Minutes from the June 25, 2020**
- **Introduction new members**
- **Treasures Report & Monthly Financial Update – David Sampson**
- **MassHire Cape & Islands Career Center Update – Kris Dower**
- **MassHire CIWB Youth Council Update – Ken Jenks**
- **New Financial Literacy Took Kit – Samantha Fonseca**
- **Executive Director Report:**
 - **Healthcare Workforce Hubs, funded through the Workforce Competitiveness Trust Fund**
 - **Learn to Earn Initiative**
 - **UMDI – Strategic Planning**
 - **UMass Online Marketing 3 Phase**
 - **Competitive Selection of the Career Center Operator or Career Center Operator/Service Provider**



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MassHire Cape & Islands Workforce Board FY21 Meeting Schedule

Executive Team Meetings:

September 10, 2020	February 11, 2021
October 8, 2020	March 11, 2021
November 12, 2020	April 8, 2021
December 10, 2020	May 13, 2021
January 14, 2021	June 10, 2021

Board of Director Meetings

September 24, 2020	March 25, 2021
November 19, 2020	May 27, 2021
January 28, 2021	June 24, 2021

*All Meetings start promptly at 8:00 AM

** At this time all meetings will continue to be held by remote participation pursuant to Massachusetts Governor Charles D. Baker's order of suspending certain provisions of the open meeting law dated March 12, 2020.



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MassHire Cape & Islands Workforce Board Virtual Meeting via Zoom Meeting Minutes from June 25, 2020

Meeting was called to Order by Chris Richards, CIWB Chair at 8:03 (this included a roll call as meeting is being held virtual)

Review and Acceptance of the May Minutes – Peter/Bob

Treasure's Report & Monthly Financial Update – David Sampson provided an overview of the finances, which included several of the specific funding streams (Connecting Activities, Strategic Planning, WIOA).

MassHire Cape & Island Career Center – Kris Dower, Career Center Director provided an update on the on-going re-opening strategies within the MassHire Career Center system. The Cape & Islands career center is closed to foot-traffic however, continues to provide essential services to both job seekers and employers. Virtual workshops and job fairs will become the norm; workshops will include many of those that were offered when the career center was fully functional. Kris also provided an update on changes being made within the career center, plexi glass has been installed, work stations are being re-arranged to ensure social distancing; all of these updates will be in place for when the career center does re-open. Kris, did remind everyone there are also bins outside where job-seekers can drop off enrollment materials.

Due to COVID Monitoring was held remotely, Kara and Kris participated in both the entrance and exit meetings; no issues were discovered.

MassHire CIWB Youth Report:

Connecting Activities End of Year Numbers were reviewed. Over **650 students** were enrolled into meaningful internships across Cape Cod during FY20, despite COVID-19. Over **640 students** completed a **Work-Based Learning Plan**, **130 students** took part in STEM based placements. **225 Employers** participated in the Connecting Activities Program throughout the Cape. We have **nine partner schools** which include: Barnstable HS, Cape Cod Tech, Dennis-Yarmouth, Falmouth HS, Mashpee Middle/High School, Monomoy High School, Martha's Vineyard Regional HS, Nantucket HS, and Upper Cape Tech HS. The FY21 Connecting Activities RFP was submitted to DESE in early June, the CIWB did seek level funding.

The CIWB will be working with a consultant over the summer to create a Financial Literacy Tool Kit; this information will eventually be accessed on our Young Adult page.

Many of the CIWB Young Adult programs will be migrating to a virtual platform during FY21; during the upcoming months the CIWB staff will be investigating virtual platforms for internships, events and mentoring.



CIWB will continue to work closely with DESE throughout the first quarter to ensure of the fiscal year to ensure our region is receiving up to date information regarding the re-opening of schools and programs. Connecting Activities has now implemented weekly calls.

Executive Director Report:

The CIWB is launching a new newsletter on Monday June 29, 2020 utilizing Constant Contact. We feel this will help us deliver more valuable information to our readers with a customized approach. During this time of COVID, it is not unusual that we are often sending out multiple updates/newsletters Constant Contact allows us to be more effective and to track our success with real-time reporting.

The CIWB will continue to work with UMDI on updating our regional planning work, which includes the revision of the Regional Blueprint in FY21. EOLWD would like to see each WB address the following: the impact that COVID-19 has had on our region and the impact on convening our stakeholders. These questions will need to be addressed within the regional planning update which is due on July 23, 2020. UMDI will assist the WorkSmart group identify industries and occupations that will support both a career pathway and self-sustaining wages. UMDI will convene the group during the summer.

CIWB is in the process of applying for Healthcare Workforce planning grant through Commonwealth Corporation. We are working with MassHire Cape & Islands Career Center, Cape Cod Community College, MassHire Greater New Bedford Workforce Board and two employer partners: Duffy Health Center & Outer Cape Health Services. The grant application is due on June 30.

The Executive Director has submitted a revision of the CIWB by-laws to the Executive Committee for review; the Executive Committee will begin this process again in September 2020. This process was delayed due to COVID-19.

The Executive Director along with career center staff participated in a podcast hosted by CCYP regarding unemployment & job search.

Meeting adjourned 8:58 AM, by Christopher Richards



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Board Member Attendance:

First, Last	Yes	NO	First, Last	YES	NO
Joe Bazzinotti		x	Ken Jenks	x	
Ron Beatty		x	Peter Karlson	X	
Sally Bowles, Vice Chair	x		Matt Lee		x
Chris Boyd	x		Carol Liddard	x	
Marnell Cash	x		Wendy Northcross		x
Dora Camara		x	Tim Melia		x
Lindsay Cole, Secretary	x		Sara Piccone		x
Dr. John Cox	x		Christopher Richards, BOD Chair	x	
Peter Danzell	x		Ann Robinson	x	
Kris Dower	x		Paul Rumul		x
Dr. Bob Dutch	x		Maryanne Ryan	x	
Melissa Farrell		x	David Sampson, Treasure	x	
Nancy Gardella		x	Wendy Savary		x
Bev Horan	x		Teri Whelan	x	
Diane Hurley	x		Bill Zammer		x

Clerk: _____ Date _____