



**MassHire Cape & Islands Workforce Board
Board of Directors Meeting Minutes
October 24th, 2024: 8:00am**

- Welcome & call meeting to order at 8:09 AM by Christopher Richards, Board Chair.
- Approval of Annual Meeting Minutes, June 5th, 2024 (Samantha/Roger)
- CIWB Board Member, Dr. Joan Gallagher, Director of the Adult Education Center at Cape Cod Community College gave a presentation on the ESOL Healthcare Bridge Pilot.
- **CIWB Treasurers Report & Financial Update:**
 - Kara provided updates on each funding stream, including DWD, Healthcare Hubs, Connecting Activities, Offshore Wind, and YouthWorks.
 - While the CIWB has not yet received the YouthWorks contract, efforts are ongoing to address the matter in collaboration with CommCorp.
- **MassHire Cape & Islands Career Center Update:**
 - Kris discussed the recent increase in activity at the Career Center, reflecting growing community engagement.
 - Updates were provided on youth programs, with a focus on strategies to enhance participation and drive meaningful results.
 - Kris also outlined details of scheduled hiring events and employer engagement initiatives.
- **MassHire Cape & Islands Young Adult Update:**
 - Samantha informed the Board that applications for the ArtWorks program are now open to all high school students and artists interested in serving as mentors.
 - Samantha also announced that the CIWB is now the YouthWorks provider for the region, with plans to mirror the traditional ArtWorks program by offering students paid opportunities to mentor within the creative economy.
 - Samantha also highlighted the success on Residential Construction Career Day that took place on October 17th, 2024. Samantha noted that over 350 participating students and 30 employers who engaged in hands-on activities to explore construction career pathways.
 - Samantha concluded with the CIWB's recent partnership with the Cape Cod Commission to host a Digital Equity Youth Focus Group in early December. The purpose of the group is to ensure young adult voices contribute to strategies addressing digital inclusion across the region.
- **MassHire Cape & Islands Workforce Board Update:**

- Following Dr. Gallagher’s presentation, Kara provided an update on the Healthcare Grant, noting that both programs remain on track. She extended her gratitude to Jason LaValle and Roger Forget for their contributions to the grant. UCT hosted a successful Healthcare Round Table in mid-September, which brought together healthcare partners, state representatives, Alicia Ordway (Undersecretary for Workforce Development), and Tommy Haven from CommCorp.
- Kara was announced as a new member of the Mass Workforce Association Board of Directors.
- The MWA Annual Meeting will take place at Ocean Edge on April 3 and 4, with additional details to follow.
- The Residential Construction Career Day was held on Thursday, October 17, at the Cape Cod Fairgrounds, with over 350 students from grades 9-12 in attendance. Special thanks were extended to board members Lindsay Cole, Molly Viera, Samantha Arrone, Tricia Murray, and Jamie Regan for their participation. Cape Cod Tech and Upper Cape Cod Tech provided lunches and engaged their culinary teams to assist with distribution, making it a collaborative school event.
- Kara, Samantha, and Barbara-Jean will be presenting at the NAWDP Youth Symposium in Phoenix, Arizona.
- The CIWB will now oversee the YouthWorks Program, which will integrate with the ArtWorks Program. By combining funding from YouthWorks and Connecting Activities, the initiative will expand to include a larger program, featuring a summer session in July 2025.
- The CIWB has been selected as one of three workforce boards to participate in a Digital Equity Grant opportunity led by Commonwealth Corporation. If awarded, each board will receive funding to address digital equity in their respective regions.

Meeting Adjourned: 9:03 AM

Attendees:

Samantha Aronne	Roger Forget	Jamie Regan
James Beck (Iris Govoni)	Dr. Joan Gallagher	Christopher Richards
Marnell Cash	Dr. Hope Hanscom	Dr. William Roberts
Christopher Cataldo	Jason Lavallee	Maryanne Ryan
Dr. Barabara-jean Chauvin	Russell Leete	Dr. Robert Sanborn
Lindsay Cole	Sheila Lyons	Ashley Terrill
Kris Dower	Christopher Mittell	Mollie Vieira
Noelle Forde	Tricia Murray	



CAPE AND ISLANDS WORKFORCE BOARD

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Board Member Attendance: October 24th, 2024

First, Last	Yes	No	First, Last	Yes	No
Samantha Aronne	X		Russell Leete	X	
James Beck ¹	X		Sheila Lyons, CEO	X	
Dora Camara		X	Melissa Maranda, Treasurer		X
Marnell Cash	X		Christopher Mittell	X	
Christopher Cataldo	X		Tricia Murray	X	
Dr. Barbara-jean Chauvin	X		Paul Niedzwiecki		X
Lindsay Cole, Clerk	X		Jamie Regan	X	
Dr. John Cox		X	Christopher Richards, Chair	X	
Kris Dower	X		Dr. William Roberts	X	
Noelle Forde	X		Maryanne Ryan	X	
Roger Forget	X		David Sampson		X
Dr. Joan Gallagher	X		Dr. Robert Sanborn	X	
Dr. Hope Hanscom	X		Wendy Savary		X
Christine Hochkeppel		X	Ashley Terrill	X	
Jason Lavallee	X		Mollie Vieira	X	

Clerk: L Cole Date: 1/21/25

¹ Iris Govoni, DTA Assistant Director, attended as a representative for James Beck.