

WDB Board of Directors Meeting Minutes

September 29th, 2017

WIB Board Member Attendance:

	Y	N		Y	N		Y	N
Sally Bowles		X	Bruce Gecks		X	Sara Piccone		X
Chris Boyd	X		Paula Hersey	X		Jamie Regan		X
Lindsay Cole	X		Bev Horan		X	Ann Robinson		X
John Cox	X		Diane Hurley		X	Chris Richards		X
Peter Danzell		X	Ken Jenks	X		Paul Rumul		X
Denise Dever		X	Peter Karlson	X		David Sampson	X	
Kris Dower	X		Barbara Kessler		X	Robert Sanborn		X
Bob Dutch	X		Matt Lee		X	Brenna Sullivan		X
Rosalie Edes		X	Brian Mannal		X	Yvonne Tobey		X
Melissa Farrell	X		Tim Melia		X	Jhon Valencia	X	
Jerry Fishbein		X	JP Moriarty	X		Teri Whelan	X	
Nancy Gardella		X	Paul Niedzwiecki		X	David Willard	X	
Cheryl Gayle		X	Wendy Northcross		X	Bill Zammer		X

Staff/Guests:

David Augustinho, Kara Galvin, Razza Millard

Call to Order

David Sampson called the meeting to order at 8:07am. The meeting was held at the Hampton Inn & Suites 99 Route 28 West Yarmouth, MA 02673.

Review last Meeting Minutes

A motion was made by Kris Dower and seconded by Chris Boyd, to accept the June meeting minutes, and the vote passed unanimously.

Treasurers Report

The monthly financials were reviewed. There are no major variances. We should receive the \$95,000 from the state soon. Our receivables and payables are up to date.

Career Opportunities

Kris Dower presented the annual plan to the Board of Directors. She reviewed the attachments and explained how the process of enrollment and receiving services works. They have included BSR's in the seminars to sell individualized services.

The Falmouth Career Center is closing. There was not enough foot traffic and the Falmouth office did not have unemployment insurance services. They are looking to have new locations in the Falmouth and Orleans areas to service individuals once a week.

Kris reviewed attachment E and the assurances, one being that we will participate and promote apprenticeships. The Career Center will provide the WDB with a budget which was included in the meeting packet. The WDB will seek more funding opportunities for the Career Center. If services are over \$7500 the individual must pay the difference and they are required to apply for a Pell grant. There is also a grievance policy requirement. Another requirement is the need for more employer engagement. She reviewed the MOU signature page, other guidelines, and measures of performance. Veterans still receive priority of services. She presented the FY18 labor exchange program summary chart, which reports the amount of services provided to job seekers and employers. Kris reviewed the FY2018 WIOA Title 1 Program summary for adults. We anticipate the average hourly wage at placement to be \$11.80 for adult workers and \$17.18 for dislocated workers. Kris reviewed the FY18 WIOA Title 1 Program summary for Youth.

Kris presented the budget breakdown and how the money will be spent. The board reviewed and discussed the budget. Carry over funds are essential to the operation and are used to provide services. We are now required to have an indirect line item.

Ken Jenks made a motion to accept the annual plan, Bob Dutch seconded the motion, Kris Dower abstained, and the vote passed unanimously.

Youth Council

There was a written report included in the package. Ken Jenks gave an overview of the activities of the Youth Council. The ArtWorks program is doing well and growing. Residential Construction Career Day is growing and gaining some traction. The Leadership academy starts in November. Ken asked the board if anyone was interested in doing a taping to speak to youths about what it is like to work with youth, and how we network and do our day to day operations to contact Razza to schedule a time. There is now an application for students to become a Youth Council member.

Executive Directors Report

Career Center Committee / Certification

We are putting together a committee to oversee the career center operations and certification. The WDB is now required to certify the career center, and the career center committee will handle the oversight of this. Sally Bowles will chair this committee, Peter Danzell, and Melissa Farrell will also be members and we are hoping to have one more.

Brochure

David Augustinho presented our new brochure. David thanked the Marketing Community Relations Committee for their work on the new brochure.

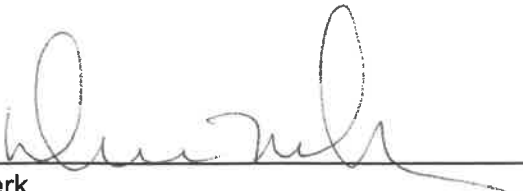
Strategic Planning

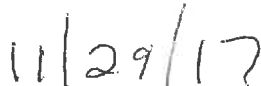
We RFP'd out for consultant services. Strategy Matters responded and was chosen to be the consultant for our strategic plan.

Compliance

We are diligently working to be in compliance with the new laws and regulations.

The meeting adjourned at 9:18am.


Clerk


Date