



**Massachusetts Workforce Association
Board of Directors Meeting Minutes**

Stan Usovicz, Chair

Thursday, January 31, 2019 10:00 a.m - 12:00 p.m.

Location: Worcester Regional Chamber of Commerce, 311 Main St., Suite 200, Worcester, MA 01608

Attendees:

Present -

Mary Sarris, *MassHire North Shore Workforce Board*

James Oliveria, *MassHire Greater New Bedford Workforce Board*

Erin Travassos, *Eversource*

David Gadaire, *MassHire Holyoke Career Center*

Maddrey Goode, *MassHire Boston Career Center*

Karen Pelletier, *Worcester Chamber of Commerce*

Present via Phone -

Suzanne Fernandes, *Mutual Bank/MassHire Greater Brockton Workforce Board*

Harneen Chernow, *1199SEIU Training & Upgrading Fund*

Chris Kealey, *Massachusetts Business Roundtable*

Absent -

Stan Usovicz, *Verizon/MassHire North Shore Workforce Board*

Valerie Sutton, *Harvard University/MassHire Metro North Workforce Board*

Robert Bower, *MA AFL-CIO/CLU*

Joseph Peters, *United Plastics*

Michael Weekes, *Providers' Council*

Raymond Wrobel, *Align Credit Union/MassHire Greater Lowell Workforce Board*

Staff -

Tonja Mettlach, *MWA Executive Director*

Guest -

Nancy Snyder, *Consultant*

Notes

Welcome and Introductions, Stan Usovicz

- Tonja called the meeting to order at 10:20 a.m. Members, staff, and guests introduced themselves. Karen welcomed the group to the Worcester Chamber and briefly talked about some of their priorities.

Finance Update, *Tonja Mettlach*

- Tonja provided a brief MWA financial update.
- First, MWA has now consolidated the prior Workforce Board Association accounts in the MWA savings account for a total gain of \$108,505.88. Conversations are continuing with the Department of Career Services to see what, if any, money from MWPA is passed on to MWA.
- On FY19 membership fees, MWA has collected and deposited \$127,639 (64%) and as of yesterday, has deposited an additional \$34,565.60 in fees, bringing the total collected to \$162,204.60 (81%). The only region that has yet to pay anything is Boston and we expect those fees to arrive in February.
- MWA has received the contract and budget sheet from DCS for the \$75,000 in federal funds. Conversations are ongoing as the contract came halfway through the fiscal year and we are not certain we will be able to spend all funds.
- Finally, included in the board packet is a MWA Balance Sheet and Profit & Loss Statement. As you can see, MWA is tracking way under its FY19 budget. It is a priority to hire a 2nd person but the plan is to do so within the strategic framework being developed.

Executive Director Update, *Tonja Mettlach*

- Member outreach - have now visited every region and only have 2 or 3 meetings left with Career Center and Workforce Board directors.
- Other stakeholder engagement - more to come in the strategic plan update but have meet with stakeholders and other partners. Have also worked with the State Workforce Board and MWA is participating on the State Plan Advisory Committee.
- Public Policy - MWA is very engaged with the WSG, including meetings with members on budget priorities and a state house briefing to be held in February.
- Federal public policy - Tonja is going to D.C. next week for the 2019 National Skills Summit. Have been introduced to members of USWB (California Workforce Association, Minnesota Workforce Council Association, and New York's Workforce Association, among others). MWA's budget includes \$10K for this group.
- Communications - productive meeting with a communications firm that Bob Bower introduced me to. Excellent ideas and could help with website updates, social media, placed media, videos/etc.
- Governance - have had some interest in the Governance and Finance committees. Are still looking for a few additional members but plan to have these committees up and running in February.

Discussion of Strategic Priorities, *Nancy Snyder, Consultant*

- Nancy Snyder facilitated a discussion on narrowing down the strategic priorities. See detailed notes attached hereto.

Adjournment and Lunch