Massachusetts Workforce Association
Board of Directors Meeting Minutes
Stan Usovicz, Chair
Tuesday, March 29, 2022, 11:30 a.m

Attendees (all via Zoom):
Karen Pelletier, *Worcester Regional Chamber of Commerce*
Valerie Sutton, *Harvard Graduate School of Education*
Maddrey Goode, *MassHire Boston Career Center*
Dave Gadaire, *MassHire Holyoke Career Center*
Robert Bower, *MA AFL-CIO/CLU*
Stan Usovicz, *Verizon/MassHire North Shore Workforce Board*
Mary Sarris, *MassHire North Shore Workforce Board*
Robert Corley, *Neighborworks Housing Solutions*
Lauren Jones, *Massachusetts Business Roundtable*
Charles Gagnon, *Volunteers of America, Massachusetts*
Bobby Tugbiyele, *The Leap Network, LLC*

Staff:
Tonja Mettlach, *MWA Executive Director*
Raija Vaisanen, *MWA Associate Director*

Guests:
Anne Calef, *Boston Indicators*
Jennifer Olivier, *CLA*

Chair's Welcome and Introductions, *Stan Usovicz*

- Stan called the meeting to order and the board went around with everyone introducing themselves.

Approval of December 2021 Meeting Minutes, *Stan Usovicz*

- Stan reminded board members that the December meeting minutes were included in their board packet and asked members to review.
- VOTE: Motion to approve the December 2021 board meeting minutes (Robert Bower move, Valerie Sutton second).
    - Unanimous support

Welcome and Introduction of New Board Members, *Valerie Sutton/Maddrey Goode*

- Valerie introduced Bobby Tugbiyele and read Bobby's bio: Bobby is the Founder and CEO of The Leap Network, LLC a recruitment firm specializing in the staffing and placement of medical professionals and administrators. Prior to launching his firm in 2017, Bobby was the Recruiting Manager for Lowell Community Health Center and has been in the Talent Acquisition and Human Resources field since 2005. He currently serves on the Board of Corporators for Lowell General Hospital and is a member of the Middlesex 3 Coalition which is focused on economic development, job growth and retention in Middlesex County.
- VOTE: Motion to accept Bobby on the MWA Board for a 3 year term (Maddrey Goode move, Dave Gadaire second).
    - Unanimous support

FY21 Financial Review Report, *CLA and Tonja Mettlach*

- Stan turned the meeting over to Jen from CLA who gave the Board an update on the FY21 Financial Review.
- See the attached PowerPoint for CLA's presentation on the FY21 financial review.
- The review had no major findings and no major changes from last year.
- Charles asked a question about any potential risks for the organization. Jen responded no, CLA found no risks regarding financials or financial procedures.
- Dave asked a question about the difference in membership dues collected between FY20 and FY21. Tonja explained.
- Karen asked a question about the cash on hand and how much an organization should have. Three months is standard for a non-profit of MWA's size.
- Jen also shared that there were three new financial standards implemented and were explained in the review as well.
- Dave Gadaire asked if changes in leadership at the state level would have an impact on MWA's receipt of those grants. Tonja replied that MWA will keep that in mind as transitions begin.
- VOTE: Motion to accept CLA's financial review (Mary Sarris move, Charles Gagnon second).
    - Unanimous support

Labor Market Presentation, *Anne Calef and Raija Vaisanen*

- Stan turned the meeting over to Anne and Raija who gave a labor market presentation with Q/A at the end.
- See attached PowerPoint presentation.

Executive Director Report, *Tonja Mettlach*

- Tonja provided a very brief update on the virtual workforce policy briefing that MWA is hosting on March 31st and the Annual Meeting which will be in-person in June. Tonja urged board members to sign up.
- Tonja also provided a brief update on the work on the MWA Ad Hoc Visioning Committee. This Committee is working to create a vision and recommendations for a new administration. Tonja and Raija will elicit feedback from board members but anyone that wants to be more involved should let Tonja know.

Adjournment

- Before adjourning we can see if any board members have any additional questions or information they want to discuss.
- Stan announced that he will be stepping down as Chair and asked the Governance Committee to determine a private sector board member who can succeed him.
- VOTE: Motion to Adjourn (Valerie Sutton move, Rob Corley second)**.**
    - Unanimous support