



# GREATER LOWELL WORKFORCE BOARD

## Executive Board Meeting 2/29/24, 1-2:30pm (Zoom only)

### AGENDA

<https://lowellma.zoom.us/j/83368109137?pwd=K3VSWjRUeGNkYmR6QkdQN0k3TjhCZz09>

Meeting ID: 833 6810 9137

Passcode: 501359

- A. Call To Order – Danielle McFadden
- B. Approval of Minutes - November 30, 2023
- C. Report of Chair
  - a. Appointments
    - i. Board Officers through June
    - ii. Workforce Performance & Opportunity Committee -Jon DaSilva
    - iii. WIOA Youth RFP Review/Evaluation Committee
    - iv. Career Center Certification Review/Evaluation Committee
  - b. New Board Members
    - i. Rasy An, Owner/Broker, Pailin Realty, Lowell
    - ii. Brandie Anderson, Manager, Walmart Superstore, Tewksbury
    - iii. Jean Tchazou, Chief Executive Officer, Trinity Care Associates, Lowell
  - c. Updated Career Center Certification Policy – (Mandatory for compliance) - Vote
  - d. Updated Workforce Board By-Laws (Mandatory for compliance) – Vote
  - e. One Stop Operator Agreement Extension (Mandatory for Compliance) - Vote
- D. Report of Executive Director
  - a. New Standard Operating Procedures (SOPs)
    - i. List of new SOPs – 19 topics
    - ii. Sample SOPs
  - b. Labor – Pre-Apprentice Meeting
  - c. Mandatory Partners Agreement
- E. Updates on Monitoring
- F. Report of Career Center
- G. Grant Update – Funds and Staffing
  - 1. HSSIEP (\$350,217)
  - 2. STEM (\$150,000)
  - 3. Healthcare (\$2.4M)
  - 4. Behavioral Health (\$2.2M)
- H. New Business / Other
- I. Adjournment