



MASS WORKFORCE ASSOCIATION
ONE SYSTEM – ONE VOICE

Massachusetts Workforce Association Board of Directors Meeting Agenda

Stan Usovicz, Chair

Thursday, December 12, 2019 11:30 a.m - 12:00 p.m.

Location: Salem State University, 352 Lafayette St., Salem, MA 01970, Metro Room, Lower Level, Ellison Campus Center

Attendees:

Present -

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

Joseph Peters, *Universal Plastics*

Mary Sarris, *MassHire North Shore Workforce Board*

Present via Phone -

Robert Bower, *MA AFL-CIO/CLU*

Maddrey Goode, *MassHire Boston Career Center*

Chris Kealey, *Massachusetts Business Roundtable*

Jim Oliveria, *MassHire Greater New Bedford Workforce Board*

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

Absent -

Michael Weekes, *Providers' Council*

David Gadaire, *MassHire Holyoke Career Center*

Harneen Chernow, *1199SEIU Training & Upgrading Fund*

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

Karen Pelletier, *Worcester Chamber of Commerce*

Erin Travassos, *Eversource*

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

Staff -

Tonja Mettlach, *MWA Executive Director*

Raija Vaisanen, *MWA Associate Director*

Guests -

Patricia Crosby, *MassHire Franklin Hampshire Workforce Board*

Chair's Welcome and Introductions, *Stan Usovicz*

- Tonja and Stan provided a brief introduction of those in attendance both in person and on the phone.

Approval of September Meeting Minutes, *Stan Usovicz*

- Vote: Motion to approve the September 19, 2019 board meeting minutes (Mary Sarris move, Chris Kealey second)
 - Unanimous

Treasurer's Report, *Tonja Mettlach*

- Tonja provided an update on the FY2020 budget, which was adopted during the June 2019 board meeting. To date, income is tracking close to budget and expenses are tracking under budget.
- MWA has collected 64% of FY20 dues to date. Of note, at this time last year, we had only collected slightly over 30%.
- Due to lower than projected health care and rent increases (3.3% for our health plan that renewed on 12/1/19), and based on the finance committee's approval, Tonja updated the board on establishing an employer sponsored dental plan and asked for a board vote on approval of the plan.
- There was some discussion on the cost and details of the dental plan. Tonja indicated that the plan cost could be absorbed into the existing FY20 budget.
- VOTE: Motion to approve a MWA employer sponsored dental plan (Valerie Sutton move, Maddrey Goode second)
 - Unanimous

Committee Updates

- Governance
 - An update was provided on the Governance activities to date, including a focus on board recruitment and onboarding. The board reviewed the board member job description and diversity statement.
 - VOTE: Motion to approve MWA's diversity statement (Mary Sarris move, Chris Kealey second)
 - Unanimous
- Public Policy
 - An update was provided by Tonja, Mary and Bob Bower about the Public Policy Committee's activities this fall, including the creation of a committee charter and issue selection document. Mary commented that it is a diverse group and will lead to some interesting conversations about what we want to advocate for and support. Joe Peters, who is also on the committee, discussed the documents before the Board for a vote and how they are a good blueprint for the committee's work going forward.

- VOTE: Motion to approve the public policy committee charter and public policy issue selection document (Valerie Sutton move, Maddrey Goode second)
 - Unanimous
- Membership
 - Raija updated the board on progress the committee made this fall developing a value proposition and having it reviewed by members. She also shared that the committee has a workplan and is working on a draft membership structure.
 - VOTE: Motion to approve the membership committee charter and value proposition statement (Chris Kealey move, Valerie Sutton second)
 - Unanimous

Strategic Update, *Tonja Mettlach*

- Tonja provided a brief update on the activities this fall, the work of the association, and how much was accomplished in 2019. She also informed board members that a calendar and event schedule for 2020 would be released in early January.
- In addition, the board packet for the December board meeting included a new ED memo and Tonja let board members know that going forward these memos will be prepared before each meeting to ensure the Board is always up to date on the latest activities of the association.

Adjournment

- Stan thanked the Board for their participation and wished everyone a safe and wonderful Holiday season and New Year.
- VOTE: Motion to adjourn the meeting (Jim Oliveira, move, Joe Peters second)