

## EXECUTIVE COMMITTEE MEETING MINUTES

Friday, December 16, 2011  
Whittier Regional Vocational Technical High School  
Haverhill, MA 01830

**Members Present:** Joseph Bevilacqua, Chair, Cal Williams, Peter Matthews, Ann Ormand

**Members Absent:** None

**Staff Present:** Rafael Abislaiman

### **1) Call to Order**

A quorum of committee members being present, Board Chairman Joseph Bevilacqua called the meeting to order at 11:40 a.m.

### **2) Approval of September 27, 2010 Minutes**

Chairman Bevilacqua called for a motion to approve the September 27 minutes

**Motion by Cal Williams seconded by Peter Matthews to approve the minutes of the September 27, 2010 Executive Committee meeting as submitted. Motion passed.**

### **3) Review of Past Year Events**

Rafael distributed the Massachusetts Division of Career Services FY 1011 WIA Title Participant Summaries for the period ending June 30, 2011. During discussion member indicated their pleasure at the Valley Works Career Center's performance numbers as compared to those of other regions. It placed first in several categories and was in the top three or four in all of them.

### **4) Future Issues**

The Executive Director indicated that the new Lawrence Budget Director was asking the Mayor to incorporate our bookkeeping within the City of Lawrence. The budget director is uncomfortable with signing checks without having complete clarity on all income and disbursement and without the process following standard City practices. Executive Committee members stated that we should stay as arms length as possible because the MVWIB is a regional organization.

### **5) Other Business**

After some discussion, members unanimously agreed to nominate Peter Matthews to the Lawrence Public School Stakeholder Group as our Workforce Development representative. Peter expressed his heartfelt interest in the role and Joe enthusiastically supported him. Peter indicated that he did not want to take Ralph's role. Ralph indicated that it would be better if Peter occupied a business or non-profit slot if they existed but found his commitment to help commendable in any context.

6) **Adjournment**

**Having no further business, Cal Williams made a motion to adjourn seconded by Peter Mathews. Motion passed.**

Respectfully submitted,

***Rafael Abislaiman***

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Recorder