

# Mass Workforce Issuance

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☐ Policy ☒ Information

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**To:** Chief Elected Officials  
Workforce Board Chairs  
Workforce Board Directors  
Title I Administrators  
Career Center Directors  
Title I Fiscal Officers  
DCS Operations Managers

**cc:** WIOA State Partners

**From:** Alice Sweeney, Director  
Department of Career Services

**Date:** August 28, 2015

**Subject:** **The Mass BizWorks Company Coordination Committee**

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**Purpose:** To notify Local Workforce Boards, One-Stop Career Center Operators, and other Local Workforce partners of a Mass BizWorks Committee.

**Background:** Mass BizWorks' is establishing the Company Coordination Committee in an effort to ensure better coordination statewide around career centers and other business service providers. The Committee will develop and implement processes to make sure all Business Service Representatives and business services providers follow proper procedures and protocol to avoid duplication of services related to the coordination of services around business needs.

Representation from each of the 16 regions is requested to take part in the development of business services and job matching processes. Contribution from participating Business Service Representatives, Operation Managers, Career Center Directors, WDB Directors as well as state Business Services staff will make certain an inclusive process will be followed in the development of these practices.

The initial meeting will be **September 17, 2015**, 10:00am at [ETRCC in Framingham](#).

## Action

**Required:** Please disseminate this information to management, staff and partners to ensure all appropriate staff signs up for this committee. Please register through Maria DelVento at [maria.delvento@detma.org](mailto:maria.delvento@detma.org) by close of business Friday, September 11<sup>th</sup>.

**Inquiries:** Questions should be directed to Maria DelVento 978-825-7203, [maria.delvento@detma.org](mailto:maria.delvento@detma.org) or Ken Messina 617-626-5703, [kmessina@detma.org](mailto:kmessina@detma.org).