

Holyoke Soldiers' Home Access, Inclusion and Diversity Committee

Friday July 21st, 2023 at 10 a.m.

MEETING MINUTES

A. Call to Order

- The meeting was called to order at 10:00 a.m.
- Members were reminded that the meeting will be recorded

Confirming Member Access:

- Roll Call:
 - Members present:
 - Marcony Almedia-Barros P
 - Colton Andrews P
 - Rubens Boursiquot P
 - Karen Courtney P
 - John Cruz P
 - William Herbert P
 - Bill McAvoy P
 - Nicole Obi P
 - Jesus Pereira P
 - Michael Rybicki P
 - Members Absent:
 - Jose Bou
 - Colleen Fonseca
 - Jesse Flynn
 - Aisha Miller
 - Coleman Nee
 - Mary-dith Tuitt

B. Administrative Matters and Reintroduction (Any new members) Introduction of New Committee Member

- Ms. Poppe reintroduced herself , Senior Advisor Veterans Owned Business Development and Partnerships. I recently joined SDO and DCAMM to help increase spending with and participation by veteran and service-disabled veteran owned businesses in goods, services and construction purchasing. I am also also working with DCAMM to increase veteran workforce participation in construction projects. I will also be taking over chairing and administrative functions of this committee starting with this (the July) meeting. Once again I want to thank Commissioner

Gladstone for her leadership over the last year and I am grateful for her confidence to ask me to chair this very important Committee.

- Ms. Lussier Poppe Announced that a date for the groundbreaking has been set for Monday, August 14th. and that the Committee members have been invited. Given that this will constitute an event in August, members may wish to consider if they still wish to meet in August. Will revisit later in the meeting.
- Summer meeting schedule- determine who can attend August meetings and whether enough committee members for a quorum. If not enough committee members are available, we will cancel the August meeting. To be voted on later in the meeting.

C. Vote to approve June meeting minutes

- Vote to approve June meeting minutes (voice vote).
 - Motion to approve meeting minutes was moved and seconded with all in favor.

D. DCAMM project overview and schedule update

- Joe Fazio to provide an update on project status

Mr. Fazio presented slides on project status.

Updated project schedule: FSB portion closed and results shared. Encouraging, momentum. Non-trades still being developed and final results soon. NTP for construction issued. Site prep contractor has mobilized. Workforce reports will still take a few weeks. Will be shared at next meeting.

Work in Progress. Shared slides and pictures from mobilization. Site contractor removing trees. Emergency egress path. Fencing to be installed. Supportive excavation for existing building is next. Emergency access road too. Construction office trailer being set.

Diversity approach and questionnaire: Commodore Walsh shared. Ms. Rivera (Diversity and Inclusion Manager) for CW. Workforce diversity strategy questionnaire shared. Plans by contractors to meet or exceed goals. Efforts to ensure veterans will self declare their status.

Ms. Obi question: Categories for minorities. Are we capturing minorities at lower level? Disagregated? Mr. Kelsey committed to have answer at next meeting.

Outreach: Mr. Kelsey highlighted continued outreach efforts.

Ms. Poppe inplored members to offer input through outreach spreadsheet for their feedback.

Karen Courtney: Question about several large trades that did not enough bidders. When will we be notified of successful bidders on these? Will unsuccessful bidders be notified and explained why not chosen? Any debriefing. Ms. Assens: All unsuccessful are notified. More detailed debrief is on a case by case basis.

Mr. Pereira offered the assistance of his office (Veteran's Assistance City of Holyoke) at any time for veterans.

Ms. Obi also offered her office from BECMA to black providers.

Ms. Assens: Organize more dialog events to plan.

Ms. Lussier Poppe asked if Committee wanted to have August meeting? Committee voice vote on skipping August. Voice vote unanimous. Conclusion: No formal meeting in August.

August 14th groundbreaking. Invitations will go out.

AIDC Committee Questions: Seeing none.

Public Questions: Seeing none.

E. Conclusion

- If there is no objection, Request for a motion to adjourn. Moved and seconded. Voice vote approved.
- Reminder: next meeting September 15th 2023 at 10AM (**virtual**)