

**Meeting Minutes 10/30/25 @3PM**  
**MassHire South Shore Career Center**  
**Main Conference Room**  
**1515 Hancock Street, Suite 101**  
**Quincy, MA 02169**

- Shinnel Toppin: Career Technical Initiative
  - Application has been overhauled
  - 10/28 Information Session Breakfast with school districts was a success
  - Student Job Fair 12/4
- Deb LaFavre: Youth
  - National Workforce Youth Symposium will be attended by the Youth Team
- Bob Upton: Career Services
  - Dislocated Worker Training Funds are nearly exhausted. Adult Services will be a priority moving forward
  - Jackie Cordeiro is the newest Career Counselor, started this month
  - Phlebotomy training program will be run through Quincy College in January as part of Healthcare Training Grant
  - Deb King is recruiting for an EMT Training Class through local ambulance companies
  - The Department of Transitional Assistance will begin regular visits to the Career Center for greater collaboration
  - Intake rate has been improving with processes streamlined to eliminate redundancy
- Graham Henry: Business & Communications Updates
  - Business Services attended Blue Future Conference, Quincy College Job Fairs, and will be attending an SBA business resource fair in Braintree Town Hall
  - Communications Statistics Reported
  - New Outreach Campaigns are being discussed with Youth Team
  - Customer Feedback Form has been implemented on the website
  - Healthcare Fair (11/4), Fresh Market (11/15), Montilio's (TBD) and HD Supply (TBD) Recruitment events upcoming
- Shinnel Toppin: CTI Program Updates
  - 15 Students still needed across programs