



**MASSACHUSETTS GAMING COMMISSION
ACCESS AND OPPORTUNITY COMMITTEE
RULES OF PROCEDURE**

Section 1. Scope and Purpose of Committee

The Massachusetts Gaming Commission (“Commission”) hereby establishes an Access and Opportunity Committee (“Committee”). The Committee’s primary function shall be to monitor efforts by each Category 1 gaming licensee to achieve diversity in the construction workforce and supplier base and to further the goals underlying G.L. c.23K, §15(16), and to make related recommendations to the Commission and/or licensees. This Access and Opportunity Committee will serve the function as a Liaison Committee highlighted in Administrative Bulletin 14.

Section 2. Organization

(a) The membership of the Committee shall consist of:

Statewide Representatives:

- Interim Director of the Office of Access and Opportunity or her designee;
- The Director of the Massachusetts Supplier Diversity Office or his designee;
- Secretary of the Commonwealth’s Department of Veteran’s Services or his designee
- Secretary of Commonwealth’s Department of Labor and Workforce Development or her designee
- A Representative appointed by the Commission from the Commission’s Vendor Advisory Team
- A representative, appointed by the Commission from statewide labor organizations
- The Director of Workforce Supplier and Diversity Development for the Commission

Local Subcommittees (One for each gaming licensee)

- A representative of the Construction Manager or Construction Managers performing work pursuant to any agreement between the licensed casino operator and organized labor
- At least one representative of the Category 1 gaming licensee
- The appointee of the Mayor of the Host Community



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- Representatives, appointed by the Commission, of local union organizations/institutions, minority, women and veteran business organizations, trade associations, workforce and community-based organizations

Staff and Support to the Committee

- The Director of Workforce, Supplier and Diversity Development for the Commission
- The Construction Monitors engaged by the Commission
- MGC Administrative staff

(b) The Massachusetts Gaming Commission shall appoint a Chairperson.

(c) The Gaming Commission staff to serve as Secretary of the Committee. The Secretary shall be responsible for the custody of the records of the Committee, including but not limited to Agendas, Minutes, Program Requirement Reports, and any other matter related to the purpose of the Committee.

Section 3. Duties and Responsibilities of Committee

- a) The Committee shall recommend actions that can be taken to increase the level of minority business enterprise, veteran business enterprise and women business enterprise participation as subcontractors.
- b) The Committee shall recommend actions that can be taken to increase the number and percentage of women, minority individuals and veterans participating as labor on the construction projects.
- c) The Committee shall participate in public forums and other educational and/or outreach activities designed to inform the general public about the construction projects as determined by the Commission.
- d) The Committee may take any other actions, consistent with the purpose of the Committee, as determined by the Commission.
- e) The Committee shall provide its recommendations and provide status updates to the Commission at the Commission's request.
- f) The Committee shall review detailed statistical reports on the number, gender, race, and veteran status of individuals by job classifications hired to perform labor

as part of the construction of the gaming establishment and related infrastructure, and a comparison of this report with the goals established by the gaming licensee and commission pursuant to G.L. c. 23K, § 21(a)(22), (23).

- g) The Committee shall review reports describing the number of contracts, total dollar amounts contracted with and actually paid to minority business enterprises, women business enterprises and veteran business enterprises for design and construction of the gaming establishment and related infrastructure, and the total number and value of all subcontracts awarded to a minority, women and veteran owned business, and a comparison of these reports with the goals established by the gaming licensee and commission pursuant to G.L. c. 23K, § 21(a)(21).

Section 4. Meetings of the Committee

- (a) The Committee shall meet every other month or as frequently as the Commission determines. The Committee shall be subject to the Open Meeting Law. Committee meetings shall be convened by the Chairperson at such times and places as the Commission shall decide.
- (b) The Chairperson of the Committee shall prepare an agenda for each meeting, which shall be sent by the Commission, with all pertinent documents, to each member of the Committee. Agendas and reports will be posted online on a regular basis.
- (c) The Commissioners of the Massachusetts Gaming Commission and the Executive Director of the Massachusetts Gaming Commission may participate in meetings of the Committee. Such other officials as the Commissioners or the Executive Director considers appropriate may also participate.
- (d) The meetings shall alternate locations between the regions of the Category 1 Licensees
- (e) Local subcommittees appointed by the Commission will participate in the portion of the meeting dedicated to the local Category 1 licensee.
- (f) The Committee may invite other persons to attend meetings.

Adopted by vote of the Commission: Unanimously (5-0)

Date: December 4, 2014