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## Access and Opportunity Committee Meeting Minutes

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**Date/Time:** April 9, 2019, 10:15 a.m. – 11:00 a.m.

**Place:** International Elevator's Union  
50 Park Street  
Dorchester, MA 02122

**Present:**

Jill Lacey Griffin  
Crystal Howard  
Nader Acevedo  
Peg Barringer  
Maggie Drouineaud  
Emily Earll

Keith Greenaway  
Nhat Le  
Jennie Peterson  
Liz Skidmore  
Shelley Webster  
Brooke Woodson

*A list of all committee members is available to the public by request.*

**Call to Order**

10:15 a.m. Chair, Jill Griffin, called to order the Access and Opportunity Committee meeting.

**Review of Minutes**

10:17 a.m. The committee unanimously voted to approve the minutes from the March, 12 2019 meeting.

**REPORT: Encore Design/Construction Activity** – Jennie Peterson, Director of Employment; Emily Earll, Project Controls Manager; Shelley Webster, Diversity Consultant

10:18 a.m. Ms. Peterson opened the presentation by introducing new branding for Encore Boston Harbor. She proceeded with an update on design contracts, stating that as of the end of March there were, to date, \$14.9 million of contracts awarded to MBE, VBE and WBEs. Ms. Peterson stated that WBE contracts represent 8.2% of the project contracts, 8.4% for MBE's and 6.1% for VBE's. Ms. Peterson reminded the committee that the totals pull out any double counting.

In construction contracts, by the end of March, Encore had awarded over \$260 million in contracts and purchase orders to MBE, VBE and WBE contractors. This included 5.9% to MBE's, 12.8% to WBE's and 2.8% to VBE's, all of which

exceed goals. There were a couple new purchase orders in March- one to a VBE and one to an MBE/WBE.

10:22 a.m. Ms. Peterson provided a workforce update, stating that over 5.4 million hours had been completed on the project by over 7,165 workers. Of those, 1,713 were minority, 456 were female, and 303 were veterans. Encore is exceeding their goal in every category.

Ms. Peterson stated that the usual outreach continues. March's outreach activity included attending an information forum for the Builders of Color Coalition on March 3<sup>rd</sup>. The forum looks to build up leaders of color in the industry, and to network and develop leadership. On March 20<sup>th</sup>, Encore held the second to last tradeswomen luncheon on project. Encore also attended a MA State Building Trades Conference and participated on a panel for Building Pathways this past month. Additionally, Suffolk took part on the MA Minority Contractors Association Diversity Consultants Panel.

Corrective Action Meetings are also ongoing and will continue up until project construction completes. Encore is still collecting walk-on applications for union laborers and is even disseminating these to other projects in case they have any need for union workers.

10:36 a.m. In a construction update, Ms. Peterson said work continues to move forward on schedule. All internal partitions in the ballroom are in and being tested, carpet is being installed, the lobby is being fitted, and the loading on the interior is moving at a remarkable pace.

10:37 a.m. In a workforce update, Encore and Suffolk noted that many subcontractors have begun moving women, and crews in general, over to other jobs to keep them working. Encore sees this as a positive element, but stated that it does make some of the overall numbers go down for this month. Others stayed strong and a few had even increased, but Ms. Peterson noted they are watching all of the movement.

Of notable corrective action calls, Ms. Peterson and Ms. Webster stated that in any case where they notice a subcontractor ticking down a little bit, they're checking in to make sure they're mindful in attaining in the goal.

NER construction, a carpentry subcontractor was brought up for low compliance. Ms. Earll stated NER is performing precast work. At the end of March, they had zero females and zero veterans on the project and only two people of color. Encore and Suffolk noted this had been a challenging subcontractor on the project, but they do keep working on it. Ms. Peterson also stated that NER has been made aware that more work will be coming in the future with the company, and they're less likely to be considered for that work if they're not complying with diversity goals on the main construction.

There was a conversation continued regarding challenges with Coughlin from the last meeting. With 11,000 hours to date, they had five women last month and have declined now to two. Ms. Peterson informed the committee that Coughlin is

currently subbing out work to Macdonald, who is doing well with their diversity goals. They stated that weekly calls and corrective action meetings continue. Encore and Suffolk said it was worth noting that Coughlin was one of the original influencers for the monthly Tradeswomen luncheon because they were losing women from their workforce and thought that they needed more support and comradery. Ms. Skidmore stated that the numbers indicate women are being laid off when the work hours are continuing steadily, showing that the work is going to men. Coughlin states that they can't afford to keep the least skilled people on the project. Ms. Earll informed the committee that their project manager is a female, and is aware of the importance behind the diverse workforce goals.

Ms. Skidmore wanted to highlight that Liberty has increased a bit in their female workforce number, which is particularly powerful. They've hired, and in the mix, they hired another woman out of 26 in their labor pool. She also stated that it is great to see Century improving on the project goals, as well. They now have 7.2% women on the project, which is an incredible effort.

### **New Business**

10:56 a.m. Ms. Drouineaud asked Encore if there would be a final report and a narrative on the challenges faced during the project's construction. Encore said they're contemplating one. Ms. Skidmore recommended using the PGTI guide and following the checklists within.

Ms. Griffin reminded the committee that this would be the last in-person meeting prior to opening the casino, and that there would be a brief check-in with Encore in absentia, by phone in May.

11:00 a.m. A motion was made to adjourn the meeting. Motion passed unanimously.

### **List of Documents and Other Items Used:**

1. Agenda April 2019 - signed (pdf)
2. March 12 2019 AOC minutes- drafted (word)
3. 2019 March Encore Boston Harbor AOC Report (pdf)
4. 2019 March EBH Construction Workforce (pdf)