



# BOARD OF DIRECTOR'S MEETING

February 18, 2015 **LOCATION:** CCAT, 222 Pitkin Street East Hartford CT

## AGENDA

<b>Time</b>	<b>Item</b>	<b>Owner</b>
8:30am	<b>WELCOME</b>	Tom Mongellow
8:35am	<b>1. CONSENT</b>	Tom Mongellow
Action 1	A. December 8, 2015 minutes (attached)	
8:35am	<b>Executive Committee</b> <ul style="list-style-type: none"><li>WIOA Plan Update (Notes from 1/14/16 Mtg.)</li><li>Employer Engagement Q/A</li></ul>	Tom Mongellow Tom Phillips Alex Johnson
9:20am	<b>Committees</b> <b>Finance &amp; Audit Updates</b> <ul style="list-style-type: none"><li>CohnReznick's Report &amp; Whittlesey &amp; Hadley Report Update</li></ul> <b>Development Ad Hoc Committee Update</b> <ul style="list-style-type: none"><li>Cash Reserve/Un-Restrictive Funds Update (attached)</li></ul>	Committee Chairs
9:40am	<b>President &amp; CEO Report</b> <ul style="list-style-type: none"><li>Second Chance IBEST</li><li>Governor's Proposed Budget</li><li>President's Proposed Budget (attached)</li></ul>	Tom Phillips
10:00am	Adjournment of Board Meeting	Tom Mongellow



**Board of Directors Meeting**  
Thursday December 8, 2015  
The Lyceum, 227 Lawrence Street, Hartford CT

**Minutes DRAFT**

**Attendees:** Sheldon Bustow, Jonathan Colman, Peter Fraser, Paula Gilberto, Elliot Ginsberg, Lindy Lee Gold, Mike Komaromi, Thomas Mongellow, John Nimmons, Mark Polzella, Susan Pierson, Bill Putt, Jonathan Richmond, Marino Santarelli, John Simoneau, Sarette Williams, and Lyle Wray **Staff:** Thomas Phillips, Wendy Gamba, Sandy Rodriguez, Kim Oliver, Julie Watson, Julie Geyer and Summer Gomes **Absent:** Bettina Armour, Bill Bishop, Renata Dixon, George Fournier, Juan Hernandez, Jim Lombella, Jason Howey, Clarke King, Shelly Saczynski, and John Shemo

**Chairman Marino Santarelli called the meeting to order at 8:35am**

Chairman Santarelli called for a motion to go into Executive Session. Motion was made Tom Mongellow, and seconded by Jonathan Colman. All were in favor; none opposed; Board went into Executive Session.

**Chairman Marino Santarelli called for a motion to call meeting back order at 9:10am.** Motion was made by Jonathan Colman and seconded by Sheldon Bustow. All were in favor; none opposed; Board meeting began.

- 1) A motion to approve the corrective payment of wages for the 2015 calendar year for the CEO as follows:
  - a. Payment to CEO of \$6,156 over 3 payrolls in December
  - b. Portion related to current contract period (\$3,078 + taxes & fringe) charged to administrative cost pool as current fiscal year wages.
  - c. Portion related to prior contract period (\$3,078 + taxes & fringe) charged to unrestricted funds
- 2) A motion to renew the CEO's contract for a one year period of January 1, 2016 – December 31, 2016 as drafted by legal counsel, with the annual compensation remaining unchanged from the prior contract of \$181,500.

**Action 1 – Consent**

- A. October 8, 2015 minutes
- B. Increase to BeamPines Contract
- C. DEI Procurement Recommendation
- D. WIOA Adult Dislocated Fund Transfer
- E. Legislative Priorities

**Outcome:** Motion to accept the consent items was made by Jonathan Coleman, and seconded by Lindy Lee Gold. All were in favor; none opposed; the motion carried.

**Committees Reports**

**Finance & Audit**

**ACTION 2 – Accept Audit Report**

**Discussion:** Jon presented report and there were no new finding.

**Outcome:** Motion to accept the Audit Report was made Lindy Lee Gold, and seconded by Jonathan Colman. All were in favor; none opposed; the motion carried.

**ACTION 3 Approve Table of Authorities Table**

**Discussion:** Table of Authorities is being update to align with the revised by laws to be compliance under WIOA. Also, as a recommendation from the CohnReznick report since they haven't been updated since 2006.

**Outcome:** a motion to approve the Table of Authorities was made by Jonathan Colman and seconded by Sheldon Bustow, All were in favor; none opposed; the motion carried

**Governance Committee**

**Action 4 Approve Bylaw Changes**

- Version included in the meeting materials has very little changes from red-lined version presented in October

- Based on feedback at the October meeting the Committee is not recommending any term limits & Officer terms will remain at one year
- Two small practical changes have been incorporated
  - Notice of Meetings has been made 5 days consistently throughout the document. Prior version had 7 day notice for meeting of bylaw change actions.
  - Officer vacancy language has one new sentence which allow a Chairperson vacancy to be filled by another member of the Executive Committee, who meets the requirements, should the Vice Chair be unable to step up to Chair on short notice.

**Outcome:** Motion to approve the revised bylaws was made Lindy Lee Gold, and seconded by Jonathan Colman. All were in favor; none opposed; the motion carried.

**Action 5** Election of New Chairman

**Discussion:** Current Chairman Marino Santarelli is stepping down as Chair effective December 8<sup>th</sup>, Marino will be leaving United Bank and the CT area.

**Outcome:** a motion to nominate Sheldon Bustow as Chair effective December 8<sup>th</sup> was made by Jonathan Colman, seconded by Lyle Wray, All were in favor; none opposed; the motion carried

**Action 6** Authorize Chairman to sign documents on behalf of the Board

**Outcome:** Motion to authorize Sheldon Bustow to sign documents on behalf of the Board was made Lindy Lee Gold, and seconded by Jonathan Colman. All were in favor; none opposed; the motion carried.

Tom Phillips went over the framework and timeline for the WIOA Strategic Plan. Also notify Board a January 14<sup>th</sup> meeting has been scheduled dedicated to the plan and will be facilitated by Rich Pearson.

**A motion to adjourn the meeting was made by Jonathan Colman at 9:55am, seconded by Peter Fraser. All in favor; none opposed; meeting was adjourned.**

**Don Kleeper Smith presented - New Perspectives on the Connecticut and Hartford Area Economic Recoveries**

CWP Board Strategic Planning Discussion – January 14, 2016 (Flip-Chart Notes)

**Collaboration to align programs and cultivate sector partnerships for in-demand industries**

- Explore/develop strong(er) partnerships with specific entities (identify) that can serve as intermediaries/integrators with targeted industries/sectors, e.g., manufacturers' associations, SHRM, etc.
- Challenge of getting municipalities (and local school districts) to cooperate/coordinate productively on shared workforce development priorities – including their respective economic development functions and local businesses/employers – given regional nature of labor force/labor market dynamics. What can be done in collaboration across municipal borders?

**Improved access to recognized post-secondary credentials**

- Imperative to figure out how to connect more effectively with high school guidance counselors/guidance function to engage them in crafting/supporting viable career options for the majority of the students they serve. Need strong(er) integration with local schools/districts. Schools need to do better job of preliminary assessment of students' interests, aptitudes, capabilities and pointing them in productive directions.
- Need to connect better with local schools/districts and employers to build/sustain viable youth career pipeline. Targeting productive, rewarding, achievable in-demand occupations/careers. Need to promote exploration/development of realistic career options/pathways other than (as complement to) exclusive focus on college.
- Need to address disconnect between high school guidance counselors' focus on high school completion/diploma acquisition as the objective/finish line. How to build access to career pathways into that equation, to focus on "what comes next?" as a shared obligation for counselor/student/parents.

**Strategies for underserved populations**

- CWP must focus on challenge of connecting targeted customer groups – particularly low-income/modestly-skilled/educated/qualified adults/youths/households residing in challenged communities – to pathways leading to family living-wage jobs. How get those prospective customers/jobseekers/workers onto viable pathways/into those jobs, at scale?
- As a practical matter, the relatively limited skills and qualifications of numerous jobseeker candidates/worker customers challenge CWP's/workforce system's ability to build and sustain viable career pathways. Makes for a heavy lift. Too little time, insufficient resources.
- Regional/local workforce system faces huge challenge of working upstream to meet employers' expectations (demand) in face of local school systems (some more challenged than others...) that produce too many graduates/students (supply) lacking requisite skills after many years of schooling.

CWP Board Strategic Planning Discussion – January 14, 2016 (Flip-Chart Notes)

- Widespread lack of adequate math and reading skills within pockets of regional workforce negates viable opportunities to achieve/maintain family living wage jobs for many.
- Functional (employment-related) literacy limitations of numerous jobseeker candidates is profound challenge to region's workforce development options. Capitalize on innovative strategies (I-BEST, MoveUp!, etc.).

**Better services for employers (as system customers)**

- CWP's workforce development strategy needs to be business-driven/employer-responsive with economic competitiveness imperative, to meet economic competitiveness challenges/priorities. Must emphasize that objective, rather than "social services" focus.
- Need to ensure that businesses/employers – as critical workforce system customers – are at the key table(s) going forward (at State and regional levels) as participants in developing and implementing workforce strategy.
- What can CWP do to engage businesses/employers regionally? Make effective use of peer groups (business associations) to engage key stakeholders (employers) in planning and implementation efforts in targeted industries/sectors.
- Inventory jobs available with employers throughout the region as targets of opportunity for young people looking to get started in the workforce. Strategic linkage with youth development/employment strategies, recognizing demographic realities and need to get more young people into career pipeline/onto career pathways immediately, to be ready to meet region's anticipated workforce demand as boomers age out.
- Businesses/employers share obligation to provide/support training for their employees, in partnership with workforce system and education providers. Preparation of "qualified" workers/employees is not exclusively "the system's" responsibility. Shared/joint venture.

**Measure/report on programs and services to ensure transparency/accountability**

- It is essential that the workforce system generate data (targeted labor market information and program/strategy-specific information) and analysis that has strategic value to inform effective planning and policy development.
- Cannot do effective planning (from business perspective) for the desired workforce system without having fact-based, objective view of anticipated outcome(s). Need realistic 10-20 year view, projecting anticipated demand need and supply requirements to determine what strategies make sense to fill gap(s). Must know the objective before developing strategy.
- Clarify median wages for anticipated top 20 growth occupations (edify strategic planning).

CWP Board Strategic Planning Discussion – January 14, 2016 (Flip-Chart Notes)

**Miscellaneous (Strategy)**

- What is the opportunity (need) in this CWP planning effort to explore creative/innovative use of (available) funding and resources outside confines/constrictions of formal WIOA program categories?
- What steps can CWP take to maximize impact of the (relatively) limited funds over which it exercises direct control and the associated limitations/constrictions of categorical program definitions – for eligibility and covered activities?
- What steps can CWP take to strike a balance among the competing demands of varied customer segments for effective services?
- Incumbent on State to align its respective systems (agencies, programs, funding streams, policies) to address genuine needs of customers, become genuinely customer-responsive, rather than leaving regions to shoe-horn strategies into rigid silos. CWP should play an active role in helping to make this happen.
- Need to explore potential strategic linkage between State/public (taxpayer) investments and expectations that benefitting businesses/employers will commit to training/hiring qualified job candidates produced/referred by workforce system.
- Imminent major opportunity to focus/partner on anticipated statewide transportation-related infrastructure development initiatives. Build on successful job funnel model and similar efforts.
- Promote project labor agreements (PLA) and local ordinances to link publicly-financed construction projects with reasonable/achievable local hiring expectations.

Capital Workforce Partners Unrestricted Funds Work plan
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Categories	Goal	Amount to Date	Net Difference	Sources
<b>Workforce Stars</b>	75,000	0	75,000	United Bank, CT Health Care Commitments for \$21,000
Next Steps:				
Board Outreach to their Network				
Last Year's Sponsors				
Looking to identify Development Intern thru Encore Program				
<b>Bank CRA - Mission Based Contributions</b>				
	20,000	0	20,000	
Next Steps:				
Outreach to targeted Banks - Bank of America, Webster, Peoples & Liberty				
<b>Ticket to Work</b>	10,000	4,000	6,000	5 Active Tickets
Next Steps:				
Continue to build relationships with BRS (primary holder of tickets)				
Increase efforts to connect with ticketholders entering the One Stop				
<b>Holiday Giving</b>	5,000	1,900	3,100	Online donations
Next Steps:				
None - One time effort				
<b>Credit Card</b>	15,000	0	15,000	
Next Steps:				
Pending Final Approval on account with Bank of America				
<b>Probate Work</b>	0	0	0	
Next Steps:				
Requires considerable research; Looking to identify a volunteer - 1 prospect				
<b>Grand Total</b>	125,000	5,900	119,100	<i>\$98,000 after commitments</i>

## President's FY17 Budget

On Tuesday, February 9, President Obama released his Fiscal Year 2017 (FY17) budget. The President's FY17 budget proposal provides \$12.8 billion in discretionary funding for the Department of Labor, an increase of \$600 million from FY 2016 omnibus levels of \$12.2 billion. The budget builds on passage of the bipartisan Workforce Innovation and Opportunity Act (WIOA) by providing full WIOA-authorized funding levels for the core formula grants to states and localities to provide training and employment services – a \$138 million increase over 2016 enacted levels. The budget also includes \$40 million to support states' program management and evaluation activities by building capacity to track employment and educational outcomes of WIOA program participants.

The President's budget invests \$5.5 billion in mandatory new "First Job" funding to connect disadvantaged youth with educational and workforce opportunities. \$3.5 billion of this is for paid learning opportunities – including \$1.5 billion to support Summer Jobs, and \$2 billion for year-round first jobs for 150,000 opportunity youth. It also provides \$1.75 billion for Job Corps, which also provides training and education to disadvantaged young people.

The budget includes \$90 million for a second year of the ApprenticeshipUSA grants – first funded in FY 2016 – and proposes a \$2 billion mandatory Apprenticeship Training Fund to help more employers come to the table to provide high-quality on-the-job training through apprenticeship.

It also invests \$3.0 billion in mandatory funding for an American Talent Compact – training efforts that feature strong industry partnerships and focus on in-demand sectors. It further proposes \$849 million for the Trade Adjustment Assistance (TAA) program, which provides critical income support, training, job search allowances and relocation allowances, and employment and case management services to individuals who lose their jobs due to trade. The Trade Adjustment Assistance (TAA) Act of 2015 reauthorized the TAA program through June 30, 2021.

A total of \$95 million is included for the Reintegration of Ex-Offenders program, and \$434 million is included to improve the quality and employment orientation of Senior Community Service Employment Program (SCSEP).

The budget requests \$286 million for the Veterans' Employment and Training Services (VETS) to help meet the employment needs of veterans. This request includes an additional \$12 million over current funding levels for the Homeless Veterans' Reintegration Program to bring the program to its full authorized level.

<b>JOB TRAINING PROGRAMS</b>	<b>FY 2015 Enacted</b>	<b>FY 2016 Enacted</b>	<b>FY 2017 Proposed</b>
<b>Job Driven Training Proposals</b>			
Opening Doors for Youth	---	---	5,500
a. Summer Youth	---	---	1,500
b. Opportunity Youth	---	---	2,000
c. Community Partnerships			2,000
<b>Subtotal Youth Opportunity</b>			<b>5,500</b>
Apprenticeship Training Fund	---	---	2,000
American Talent Compact	---	---	3,000
Career Navigators	---	---	2,000
<b>Total Job Driven Training Proposals</b>			<b>12,500</b>
<b>WIOA Implementation</b>			
Adult Training	766	816	842
Youth Training	832	873	902
Dislocated Worker Assistance	1,236	1,242	1,334
Workforce Innovation Fund	0	0	0
Job Corps	1,688	1,689	1,755
Native Americans	46	50	52
Migrant & Seasonal Farmworkers	82	82	82
YouthBuild	80	85	85
Reintegration of Ex-Offenders	82	88	95
Comm. Service Employ. For Older Americans	434	434	434
Unemployment Comp	2,791	2,760	2,793
Employment Services State Allotments	664	680	680
Employment Services National Activities	20	20	20
One-Stop Career Centers/LMI	60	68	75
ETA Program Administration	155	155	181