



BOARD OF DIRECTOR'S MEETING

January 25, 2017 at 8:00am **LOCATION:** CCAT, 222 Pitkin Street East Hartford CT

CALL IN INFO: Conference call phone in number: 1-877-336-1828 Participant Code: 68620309

AGENDA

Time	Item	Owner
8:00am	Chairman's WELCOME	Tom Mongellow
8:05	MISSION MOMENT – Program Overview – Q/A I BEST – Second Chance Program Video	Board
8:15am	Action 1 CONSENT <ul style="list-style-type: none">December 14, 2016 Minutes (attached)HSIP Funding Recommendations (attached)	Tom Mongellow
8:20am	Committee Reports Finance & Audit Committee <ul style="list-style-type: none">Update – Whittlesey & Hadley Special Scope AuditUpdate – Whittlesey & Hadley Financial Audit	Committee Chairs
8:30am	Executive Session	Board
10:00am	Adjournment of Board Meeting	Tom Mongellow

Up Coming Meetings – All at 8am at CCAT

- Wednesday, March 22, 2017
- Thursday, May 25, 2017
- Thursday, June 22, 2017





Minutes DRAFT

Attendees: Bettina Armour Bill Bishop, Sheldon Bustow, Jonathan Colman, Peter Fraser, George Fournier, Elliot Ginsberg, Lindy Lee Gold, Mark Jacobs, Mike Komaromi, Richard McGeary, Thomas Mongellow, John Nimmons, Susan Pierson, Bill Putt, Jonathan Richmond and John Simoneau **Staff:** Alex Johnson, Wendy Gamba, Summer Gomes, Pamela Tonello and Julie Watson **Guests:** Ann Noble and Sandy Mellow CTDOL **Call in:** Cathryn Addy, Renata Dixon, and Lyle Wray **Absent:** Ana Alfaro, Paula Gilberto, Juan Hernandez, Clarke King, Mark Polzella and Sarette Williams

Chairman Thomas Mongellow called the meeting to order at 8:00am

Action 1 – Consent

- November 18, 2016 Minutes
- Approval of Use of Unrestricted Funds: Sullivan & Leshane – for T. Phillips press release

Outcome: a motion to accept consent items was made by Lindy Lee Gold, and seconded by Mark Jacobs. All were in favor; none opposed; the motion carried.

Committee Reports

Executive Committee

Action 2 – Organizational Structure – BeamPines Proposal

Outcome: a motion to accept consent items was made by Lindy Lee Gold, and seconded by Mark Jacobs. All were in favor; none opposed; the motion carried.

Flexible Funds Update

Outcome: board would like to further discuss flexible funds at the next board meeting. As well as what the other boards are doing and if they are competitive with other private sectors.

Finance & Audit Committee

Update – Whittlesey & Hadley Special Scope Audit

Outcome: DOL had an additional 13 questions. Response to these questions with close of the review will be presented by 1/25 /17 with the audit review.

Update – Whittlesey & Hadley Financial Audit

Outcome: Audit should be complete by 1/31/17

Acting President & CEO Report

WIA/WIOA Performance Report Two reports

1. WIA Performance Summary CWP Performance vs. State Performance for FY15-16 – Overall CWP has met or is above in all areas (yellow/met, green/above, red/not meeting)
2. Performance Summary comparison to the other 4 WDB's in the state. Again, CWP is the only WDB with no red and is meeting or exceeding all performance measures

WIOA Implementation Update

- We ARE doing things different NOW! Our core work will drive what we do and how we define WHO we are. **Theme** – PERFORMANCE, GOVERNANCE, TRANSPARENCY, and DOCUMENTATION. These will be our focus areas.
- CORE is 68% of our budget and that is what should be driving the work of CWP.
- We will no longer let the “discretionary” drive our work or define who we are and what we do.
- You will see a lot of the “Strategic Priorities” document as we continue to get people to under who we are and what we do



Resource Development Update

- Three Resource Development Incentives in the works right now
- Seeking Additional Opportunities to support Opportunity Youth – Priority Population
 - Dalio – submitting a letter of interest on 12/15. To support the SIF match needed.
 - HFGP Innovation Fund Application - Planning with HFGP– HOYC Regional Wide Program Planning
 - WIOA Governors Reserve Fund Application

Federal/State Funding Update

- Short term we are okay – small reduction expected between now and 6/30
- All WDB's advised to expect and plan for a 10% reduction in all state programs
 - CWP is working on implementing cost savings
- We do not expect the Second Chance Program to be funded
- Municipal Funds uncertain
- Federal Funds should be intact thru 2018 – new administration “wait and see”

At 9:10 a.m. Jon Colman made a motion to go into executive session and seconded by Lindy Lee Gold. All in favor; none opposed; all non-board members were dismissed until executive session was complete.

A motion to adjourn the meeting was made by Jonathan Colman at 9:30am, seconded by Lindy Lee Gold. All in favor; none opposed; meeting was adjourned.

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2017 Hartford Student Internship Program Funding Recommendation

The Hartford Student Internship Program is a ‘cornerstone’ career and college development strategy for Hartford youth ages 16-19 to prepare youth for career pathways. CWP, HPS and the City collaborate with community based organizations and other public/private partners to ensure students attending Hartford Public Schools in grades 11 and 12 will have access to internships to develop college and career competencies, ensuring post-secondary success. This project supports internships and career development support for 125 students for the school year from January 2017 through June 2017. Funding for this initiative comes from a grant from the Hartford Foundation for Public Giving.

On December 29, 2016 CWP issued a Request for Qualifications (RFQ); three responses were submitted by the January 13, 2017 deadline. The responses were reviewed and scored by CWP and Hartford Public Schools staff as summarized below.

Respondent	Short Description	Score
Center for Latino Progress	Ready to start up immediately. Will partner with Blue Hills Civic Association to combine their connections with employers and experience with working with youth; content expertise; 100 employer connections; Experience running SYLEP and year-round programming. Success and experience serving as employer of record and processing payroll for several CWP work experience programs; stated cash reserve to cover payroll; Experience with ETO	87
Capitol Region Education Council	Strong staff experience; experience with SYLEP and year-round programming; evident financial capability; limited detail on implementation plan; limited detail on employer connections; experience with ETO	83
URISE, Inc.	Prior experience was over 15 years old; implementation plan not detailed; no evidence organization could front and manage payroll; narrow service connections; not clear on employer connections; did not include required attachments of assurances and recent audit	55

Recommendation

- *Award Center for Latino Progress a vendor contract for \$119,500 to serve 125 Hartford Public School Juniors and Seniors through internships as work-based learning experience and career development through the Hartford Student Internship program.*