



Board Minutes 9-27-18

Attendees: Todd Andrews, Bettina Armour, Sharon Blanchette, Terry Borjeson, Sheldon Bustow, Jon Colman, Andrea Comer, Paula Gilberto, Lindy Lee Gold, Mark Jacobs, Mike Komaromi, Richard McGeary, Sandy Mello, Thomas Mongellow, Susan Pierson, Jonathan Richmond, John Simoneau, Joseph Toner and Lyle Wray

Staff: Alex Johnson, Pamela Tonello, Jim Boucher, Julie Watson, Andrea Eastman and Liz Saunders

Guests: Glenn Ford, Jim Spafford, Daryle Dudzinski and Lynn Racik

Chairman Thomas Mongellow called the meeting to order at 8:09am

Chairman Mongellow thanked everyone for attending and welcomed our newest Board members; Todd Andrews, Sharon Blanchette, Terry Borjeson, Andrea Comer and Dan Tapper. Brief introductions of those in the room and on the phone were made.

Mission Moment – AMEP Strategic Plan – Glenn Ford – President of Phoenix Manufacturing

Glenn spoke on the Advanced Manufacturing Employment Partnership and the collaborative efforts with CCAT and CWP. Where Manufacturing was and where it is presently and the need that exists for manufacturing professionals. He identified the plan objectives and the strategies. Questions were asked as Glenn went through his presentation.

Consent

- June 15, 2018 Minutes
- Approve FY18-19 Meeting Schedule
- Approve Finance & Audit Committee Work Plan
- Approve Future Workforce Services Work Plan
- Approve One Stop Services Work Plan
- Approve Preliminary Financial Reports

Outcome: Lindy Lee Gold made a motion to accept all the consent items, this was seconded by Jon Colman. All were in favor; none opposed; the motion carried.

Committee Reports:

Executive Committee – Chairman Thomas Mongellow

CT Apprenticeship Initiative - Chairman Mongellow mentioned that they have been busy working on many initiatives, of note is the \$50 million approved in last year's budget. It has been very difficult to get the \$50m or a piece of it on the bond agenda. There is support for us to get some or all the money onto the agenda. We hope to do that before the end of the year, otherwise there will be a new team in place. We are continuing to push this effort forward. We have had several conversations with Ned Lamont and we are looking to schedule time with Mr. Stefanowski.

Follow-up on DOL Review/Investigation – Chairman Mongellow reported that after 21/2 years the investigation is almost closed. We are just waiting for our closure letter.

Governance Committee - Sheldon Bustow reported

Outcome – Sheldon Bustow reported that as part of a Board members responsibilities they are to be assigned to a committee. Sheldon will be following up with all Board members to see which committee they would like to serve on. Additionally, we have 2 openings available for a Vice-Chair one on Future Workforce and the other on One Stop Services. It was suggested to have Liz send to each Board member a brief description of the committees and include a deadline to reply by.

Of note is that prospective new Board member Eric Hoepfner from Hartford Healthcare has turned in all needed materials and his information is going before the Consortium tomorrow for appointment. Sheldon mentioned that the Board does not appoint our own members they must be appointed through the Consortium.

Development Committee – Jim Boucher reported

Website RFP – Jim stated that we have been busy with a major focus on strengthening our website. Julie Watson is leading a technology plan in accordance with a grant through the HFPG. We issued an RFP for website services and hopefully will have a vendor selected by the end of October.

Social Media Update – Jim spoke on our social media avenues and that we are posting on Facebook and Twitter 3-4 times per week. Lindy suggested your Snap Chat as another social media platform.

Finance & Audit Committee – Alex Johnson reported

President Johnson reported that our audit is currently underway, the auditors are in house this week and next. We have engaged a new audit firm this year, we are feeling comfortable and confident and we do not expect any surprises or issues.

Lease Update – Alex reported that we had engaged the services of Maury Smith with Cushman-Wakefield to help us with our property search. Alex looked at numerous sites which was narrowed down to 3. One in East Hartford, and 2 in Hartford our current location of One Union Place and 960 Main St. Because of the process Alex requested that we focus on staying at Union Place as they had committed \$200,000 into needed renovations. We are looking at a lease extension up to 7 years for Union Place. More information will follow.

President & CEO Report – Alex Johnson

Update on CFAO Hiring - President Johnson explained that after revamping the Finance area of CWP he feels that we are well structured and that the current opening for a CFAO would be better filled by a CAO. The closing date was yesterday for applications. He is confident we will find the right fit.

CHUGACH MOU (Job Corp) – attached in your packet is a copy of an MOU for CHUGACH also known as Job Corp. Alex explained that the MOU is used for us to formalize our relationship with them and asked for a motion to accept. Outcome – A motion to accept the CHUGACH MOU was made by Sandy Mello and seconded by Sheldon Bustow. All were in favor; none opposed; the motion carried.

HIGHLIGHTS DOCUMENT - Included with your meeting materials is a document highlighting our successes over the last quarter. We have secured \$6.4 million dollars and have other applications still pending. If everything comes to fruition, we will have over \$8 million dollars secured in funding this quarter.

Joe Courtney will be invited to future Board meetings.

Our newest AJC will be opening at Tunxis Community College in Bristol. Goodwin College is also looking to open one in East Hartford.

Alex mentioned that we were recently awarded a grant for \$5.88 million for training and supports to 500 dislocated workers in the high-growth sectors of manufacturing and healthcare. Joe Toner identified that the building trades were not included in this grant. Alex mentioned that the CT Apprenticeship Initiative is much broader and that's where we can support the building trades. Jon Colman mentioned we need to be careful not to put all our eggs in one basket. We seem to react to where the industry demand is and we should be focusing on all in demand sectors.

Alex closed with CWP is the only Board in the state that has been meeting and exceeding all their requirements.

Paula Gilberto asked Alex to please consider for Mission Moments the Workforce Solutions Collaborative their 10-year anniversary is this year and the ALICE report.

At 9:45a.m. Chairman Mongellow thanked everyone for attending and asked for a motion to adjourn. Jon Colman made a motion to adjourn which was seconded by Andrea Comer. All were in favor; none opposed; the motion carried.