



Board of Directors Meeting
November 17, 2020 at 8:00am
Zoom Virtual Meeting Hartford CT

Attendees: Todd Andrews, Bettina Armour, Bill Bishop, Sheldon Bustow, Renata Dixon, Paula Gilberto, G. Duncan Harris, Richard McGeary, Sandy Mello, Fiona Mohring, Tom Mongellow, Phillip Montgomery, John Nimmons, Susan Pierson, Jonathan Richmond, Lisa Sementelli, John Simoneau, Dan Tapper, and Lyle Wray

Staff: Alex Johnson, Kim Staley, Laura Hitt, Richard Pearson, Jim Boucher, Latonia Tabb, Julie Watson, Laura Richardson, Alissa Johnston, and Liz Saunders

Absent: Bettina Armour, Jon Colman, Jennifer DiBella, Lindy Lee Gold, Mike Komaromi, Tracy Nixon-Moore, and Stephen Vaughan

Guests: Mike Rubin, Ryan Willis, Laura Barrows, and Madhavi

Chairman Thomas Mongellow called the meeting to order at 8:04am

Chairman Mongellow welcomed and thanked everyone for taking the time to join us remotely this morning.

LEGISLATIVE UPDATE – Chairman Mongellow

- Chairman Mongellow stated that there were no real surprises at the State Capitol Matt Ritter is the new Speaker of the House. Jason Rojas is the Majority Leader. Jason is a very nice man very pro education and workforce development. On the Senate side no real surprises. We picked up a few seats in the House. We are ready to do business we would like to see existing Legislature release some dollars from Bonding. We are hopeful that no rescissions will occur especially with the influx of tri-state people starting to pay taxes to the state. CT should be in a good place with appropriations come the beginning of the year. We will stay close and watch the Chairmanships.

MISSION MOMENT – Profile of our Job Seekers – Kimberly Staley

- Kimberly gave an in-depth report on who are customers are that use the American Job Centers. This summary covers the period of July 1, 2019 through June 30, 2020. There was a total of 15, 152 individuals served with 11,823 being self-directed, 4,325 adult and 2,033 youth. 4% of the individuals were outside of our region. 1,471 Businesses served with 15% outside our region. 37 towns are represented in these numbers. Board members found this information to be very engaging. It was asked if we could do an intersectionality study and Kimberly responded yes. Sandy Mello responded that DOL provides an assessment for Veterans if they have a barrier which then allows them to meet with a counselor. Kimberly and Sandy will have a conversation. Paula Gilberto asked if we have any unmet needs for these populations and is there a way for us to partner to help meet the unmet needs.

Consent Agenda:

- 9/15/20 Meeting Minutes
- Accept revised year end 6-30-20 Financials
- Accept – Revised Employee Handbook updates
- Adoption of ASU 2014-09 (Topic 606), Revenue Recognition
- Adoption of ASU 2018-08 – Grant Guidance
- Approve WIOA Performance Report
- Approve FY20-21 Committee Workplans for One-Stop, Future Workforce Services and Development Comm.

Outcome: Renata Dixon made a motion to approve all the items under Consent. Sheldon Bustow offered a second. All were all in favor; none opposed; the motion carried.



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Committee Updates

Finance Report – Renata Dixon & Mike Rubin

- Renata stated that the Finance & Audit committee met earlier this month. We received a clean unmodified opinion. She said it was difficult due to COVID and having to do the audit remotely. All parties worked well together. Mike stated that we received a clean, unmodified opinion for our audit. He shared with the committee that it was a long and difficult audit. Being offsite for everyone involved presented some issues but we were able to secure everything they needed. The controller leaving just prior to the start of the audit presented some difficulty.

Revenue without restrictions increased \$1,300,000

Expenditures increased in line with revenue

Net assets without door restrictions increased \$44,000

Donor restricted decreased due to timing on Summer Youth contributions

Amounts reflect expected decrease in final indirect cost rate

Significant increase in cash due to PPP loan and timing on payments to subrecipients

The auditors suggested having a full cyber security audit which they said they could do.

Certification of access rights not complete yet but it's in process

Renata welcomed our newest employee Laura Hitt who has accepted the position as Controller. Laura introduced herself to the Board.

Renata asked Mike if he thought a budget revision would be necessary and the response was yes. Mike will be working with Laura on where best to use the PPP loan. A reminder that 60% must be used for payroll and the remaining 40% for rent or utilities. There will be a new standard adopted next year regarding rent. More to come on that topic. There was an error on the PPP loan application and we do not have to submit our forgiveness loan by 12-31-20.

There were several questions posed by members of the Board which Mike answered in addition to suggesting it might be time with checks and balances to look at other auditing firms. That discussion will come up under Finance & Audit.

Outcome: A motion to accept the audit was made by Renata Dixon and seconded by G. Duncan Harris. All were in favor; none opposed; the motion carried.

Governance Ad-Hoc Committee - Kimberly Staley

Survey– Kimberly Staley

- Tabled until the January 27, 2021 meeting due to time constraints.

Review Tenure/Term Limits Section of the By-laws – Sheldon Bustow

- Tabled until the January 27, 2021 meeting due to time constraints.

Outcome:



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Development Committee Work Plan– Alex Johnson

- President Johnson mentioned that we are looking for suggestions from our Board members on possible fundraising events. So far, we have the suggestion of a Golf Tournament and a Virtual Auction. If anyone has any ideas, please send them to Alex.

President/CEO Report – Alex Johnson

Future of Work Grand Challenge

- President Johnson explained that CWP was asked to apply for the National Future of Work Grand Challenge grant. We have received preliminary approval and look forward to working on this initiative. We are one of 15 organizations who have been asked to participate nationwide. There will be more to come on this.

H1B Grant Summary

- President Johnson stated that CWP was asked to lead the planning efforts for this statewide effort. We were also asked to be the lead applicant for this \$10 million grant which will focus on IT and Advanced Manufacturing. Already we have the support of numerous top manufacturing companies in the state.

President Johnson announced that Garrett Moran has stepped down as the Chair of the Governor's Workforce Council but Mark Argosh has replaced him. We will continue to do our outstanding work with Mark and the team. Thanks to everyone for joining the call today.

President Johnson announced that Rich Pearson wanted to address the Board. Rich thanked the Board for allowing him to be part of CWP and the outstanding work we do for the past two years. Rich has decided to retire effective 12-31-20. The Board thanked Rich for all his service and dedication and wished him well on his retirement.

Chairman Mongellow reminded everyone that our next meeting is January 27, 2021.

ADJOURN

Chairman Mongellow called for a motion to adjourn at 9:31am. Sheldon Bustow made the motion which was seconded by G. Duncan Harris. All were in favor; none opposed; the motion carried.