



Board of Directors Meeting
May 26, 2021 at 8:00am
Zoom Virtual Meeting Hartford CT

Attendees: Todd Andrews, Bettina Armour, Bill Bishop, Sheldon Bustow, Jon Colman, Jennifer DiBella, Paula Gilberto, Lindy Lee Gold, G. Duncan Harris, Mike Komaromi, Richard McGeary, Fiona Mohring, Tom Mongellow, Phillip Montgomery, Jonathan Richmond, John Simoneau, Dan Tapper, and Stephen Vaughan

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

Absent: Renata Dixon, Sandy Mello, John Nimmons, Tracy Nixon-Moore, Marcy Reed, Lisa Sementelli and Lyle Wray

Chairman's Welcome & Call to Order

Chairman Mongellow welcomed everyone and called the meeting to order at 8:02am it was confirmed that we have a quorum.

Chairman's Report – Tom Mongellow

Legislative Update

- Chairman Mongellow reported that we have an unprecedented surplus at the state level. 27,000 people have moved in from the tri-state area. The session will be over in 2 weeks and the budget may be delayed. There is also the possibility of a special session. President Johnson reported that we have been asked to weigh in on the Governors Bill supporting Workforce Development for \$1.8 million. The Board will be copied on what we submit. The Governor may need to use his Executive power if the bill does not move forward. All Workforce Development Boards are supportive of the bill, but some have issues with some of the specifics. Some members of our Board expressed concern with us taking a stand and felt it would be best for us to be careful and not upset those we do business with. Chairman Mongellow suggested we share a draft with the Board prior to sending anything in nationally.

Consent Agenda:

- 3/31/21 Meeting Minutes
- Approve Financials
- Approve the MOUs for CRT & NBHA
- CWP Overview Flyer
- Approve WIOA Dislocated Worker – Adult Transfer Recommendation (moved to One-Stop Committee)
- Approve the 990 (moved to Finance & Audit Committee)

Outcome: John Simoneau felt the WIOA Dislocated Worker Adult Transfer Recommendation & the approval of the 990 should be removed from the consent agenda and reported on under the associated committee. All those present agreed. Lindy Lee Gold made a motion to approve the 3/31/21 minutes, Financials, CWP Overview Flyer, and the MOUs for CRT & NBHA. Jon Colman offered a second. All were all in favor; none opposed; the motion carried.

Committee Updates

Finance & Audit – Laura Hitt

Review & Approve FY21/22 Preliminary Revenue & Expense Budget

- Laura outlined the preliminary FY22 budget that went to the Finance & Audit committee prior to us receiving word on the \$4 million of CARES Funding. We did sustain a cut to all three WIOA categories as well as JFES. The Final FY22 Revenue & Expense Budget will be presented to the Finance & Audit committee next week and to the Board next month. As we look at the capacity of the organization, we find that we need to increase a few FTE's. It was asked how many FTE's we have this year verses what we will have next year. Presently we



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have 39FTE's and we are looking at 44 for next year. Will we have anticipated savings from PPE supplies going into next year and the answer is yes.

- FML has been chosen as the new Auditor for CWP. It was asked why we wanted a new auditor, and the response was that we have a Board Procurement Policy that outlines when we need to do a competitive bidding process. We were following those guidelines. The old auditor was aware that they were hired for a 2-year term with the possibility of a third. Board member Fiona Mohring encouraged Laura and her staff to have open communications with the auditors if expectations are not being met.
- Board member Stephen Vaughan noticed an error in the revenue numbers on the 3-31-21 Statement of Activities vs. the Budget vs. Actual documents. Laura will make the necessary corrections.

Approve 990 – Laura Hitt

- Laura went over the 990, she stated that it is consistent with past years. This document was filed by the auditors on May 17, 2021 and it did not have time to go before the Board before it was filed. Board member John Simoneau asked that we ensure this does not happen going forward.
- It was also suggested that we incorporate the 990 and the understanding in the Board orientation booklet for all new Board members.

Outcome: A motion was made by Lindy Lee Gold and seconded by Jon Colman to approve the 990. All were in favor; none opposed; the motion carried.

Governance Committee – Sheldon Bustow

Review & Approve the Proposed By-law Changes & DEI Statement

- Chair Sheldon Bustow announced that the Governance Committee has been busy meeting. In late April, a draft copy of the proposed bylaws was sent out to the Board. He did not hear any comments from any Board members. There were 3 areas with changes. A new DEI policy statement, term limits and a change in officer structure. There was some discussion on the addition of an additional Vice-Chair as it was not included in the red-lined version. President Johnson identified the language that was changing and all those in attendance were fine with the clarification.

Outcome: A motion was made by Sheldon Bustow and seconded by Dan Tapper to approve the changes to the By-Laws and the DEI Statement. All were in favor; none opposed; the motion carried.

- Chair Sheldon Bustow mentioned that he would like all Board members to recommend at least one individual a year. We should look at our sectors for help and perhaps have them join a committee before committing to the Board. Chairman Mongellow stated Board recruitment is very important.

Development Committee – Bettina Armour/President Johnson

Annual Meeting

- CWP's Annual Meeting will be held virtually on Friday June 18, 2021. President Johnson announced that our Annual Meeting will be held virtually on June 18, 2021. CWP will celebrate the success of our jobseekers and businesses, promote our workforce development partnerships and initiatives, and share our overall impact throughout our region in partnership with the American Job Center. We are looking for several Board members to review the nominations please send your name to liz if interested. Chairman Mongellow suggested sponsorships for the Annual meeting as well as the Golf Tournament.

Golf Tournament

- Chair Bettina Armour announced that CWP will be hosting a Golf Tournament to be held on September 9, 2021 at Keney Park with a 10am tee off. Sponsorship opportunities are available, and more information is included on the



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flyer. She also asked if there will be opportunities for those who do not golf. Duncan Harris suggested a dinner option and Chairman Mongellow stated if anyone has any ideas to please send those to Bettina Armour.

One-Stop Services – John Simoneau

WIOA Dislocated Worker Adult Transfer Recommendation

- Chair John Simoneau presented the Board with the WIOA Dislocated Worker Adult Transfer Recommendation. He stated that the transfer is to align the distribution of funding to meet customer training needs and opened the floor to questions which there were none.

Outcome: A motion was made by John Simoneau to approve the recommended WIOA Dislocated Worker Adult Transfer and Lindy Lee Gold offered a second. All were in favor; none opposed; the motion carried.

One-Stop Allocation Plan

- Chair John Simoneau presented the Board with the One-Stop Allocation Plan. A quick review of the document that was included in the Board package was completed.

Outcome: A motion was made by John Simoneau and seconded by Lindy Lee Gold to approve the One-Stop Allocation Plan. All were in favor; none opposed; the motion carried.

One-Stop Services Contract Renewal

- Chair John Simoneau presented the Board with the One-Stop Services Contract Renewal. He stated that we are extremely pleased with the work of EDSI, and he is happy to recommend this renewal to the Board.

Outcome: A motion was made Lindy Lee Gold and seconded by Duncan Harris to approve the One-Stop Services Contract renewal for EDSI. All were in favor; none opposed; the motion carried.

Future Workforce Services – Mike Komaromi

WIOA Funding Allocations/Summer Youth Contractor Recommendations

- Chair Mike Komaromi presented the Board with the WIOA Funding Allocations and the Summer Youth Contractor Recommendations. He gave an in-depth report on each and asked if there were any questions.

Outcome: A motion was made by Lindy Lee Gold and seconded by Duncan Harris to approve the Summer Youth Contractor Recommendations and the WIOA Funding Allocations. All were in favor, none opposed, the motions carried.

President/CEO Report – Alex Johnson

CARES ACT Round II Update

- President Johnson outlined the CARES ACT II funding targeting sectors in healthcare, IT, manufacturing, and Infrastructure. Our goal is to serve 361 individuals with competency-based training, supportive services, and stipends for the un/under-employed. The cost will be \$3.8 million with \$1.6 million coming from the CARES Relief Fund and \$2.2 from the Tech Talent Fund. A detailed project summary was also included. Board member Lindy Lee Gold stated that we should look at these partnerships and ensure we have representation on our Board and committees. President Johnson stated that is the goal.

Other:

President Johnson and Chairman Mongellow thanked the Committee Leadership and the members for all their hard-work this past year.



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ADJOURN

Chairman Mongellow called for a motion to adjourn at 9:33am. Lindy Lee Gold made the motion which was seconded by Duncan Harris. All were in favor; none opposed; the motion carried.

Approved