



Board of Directors Meeting
June 19, 2020 at 8:00am
Zoom Virtual Meeting Hartford CT

Attendees: Todd Andrews, Bettina Armour, Bill Bishop, Jon Colman, Lindy Lee Gold, G. Duncan Harris, Richard McGeary, Fiona Mohring, Tom Mongellow, Phillip Montgomery, Tracy Nixon-Moore, Susan Pierson, Jonathan Richmond, Lisa Sementelli, John Simoneau, Dan Tapper, and Lyle Wray

Staff: Alex Johnson, Kim Staley, Jim Boucher, Richard Pearson, and Liz Saunders

Absent: Sheldon Bustow, Jennifer DiBella, Renata Dixon, Paula Gilberto, Eric Hoepfner, Mike Komaromi, John Nimmons, Joseph Toner and Stephen Vaughan

Chairman Thomas Mongellow called the meeting to order at 8:10am

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

LEGISLATIVE UPDATE:

Chairman Mongellow spoke on the fact that there will be a special session in July to cover 2 topics. The legislature is getting ramped up and starting some hearings. In Washington phase 4 of COVID legislation won't happen until July if it happens.

Alex stated that we are very fortunate to have been included in the bond bill and we are starting to organize a process and work with the Governor on the release of funds.

Alex stated that in May we were very cautious on our funding for the summer youth program. Through the work of Lyle Wray and CRCOG who developed a letter which was circulated and a letter from CWP that the Governor has agreed to fully fund our summer youth program.

Consent Agenda:

- May 29, 2020 Minutes
- Approve FY20/21 Projected Revenue & Expenditure Budget
- Approve CWP – DOL OS MOU

Outcome: Lindy Lee Gold made a motion to approve all the items under Consent. Jon Colman offered a second. All were in favor; none opposed; the motion carried.

Committee Updates -

Governance Ad-Hoc: Alex Johnson

Alex Johnson presented the Board Member Expectation Document to the Board and explained that we would like their approval to include this for all Board members effective 7-1-2020. The document outlines Board members accountabilities, code of conduct and expectations. This document was prepared by the committee with guidance from Devon Dabbs who is the consultant from the Hartford Foundation.

Alex Johnson reminded the Board that the slate of officer's FY 20/21 was presented at the May meeting and thanked them for continuing to serve. They are Chair - Thomas Mongellow, Vice-Chair - Bettina Armour, Treasurer – Renata Dixon, and Secretary – Richard McGeary.

Outcome: Jon Colman made a motion to accept the CWP Board Member Expectation Document, Lindy Lee Gold offered a second; all were in favor; none opposed; the motion carried.

President/CEO Report: Alex Johnson/Kim Staley



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- Resource Management & Financial System – Kimberly outlined the Fiduciary role and assessment which included detailed explanations of the Fiduciary role and descriptions, revenue breakdown, budgetary revenue breakdown & reserves, financial monitoring & auditing, budget development, cash management structure, cash management, and internal controls. It was asked if we have any written procedures or a handbook and the response is yes, and our staff is trained regularly. Alex stated that when we are audited they use that handbook.
- Update to the Governors Workforce Council Plan – this is a summary report of some of the themes that the Governor’s Workforce Council is working on. A copy of the summary document was included in the packet and provided to all Board members.
- CWP Strategic Plan- Alex stated that Aligning our vision to action, driving to close the skills gap. He discussed at length the mission, vision, outcomes, and strategic objectives which include People, Financial, Operational and Services.
- Regional Town Profile – Alex explained that this report ties to the Strategic Plan, it contains a lot of information and it helps define who we are and what we do. We have individual town profiles for each of our towns that are updated annually.

ADJOURN

Chairman Mongellow called for a motion to adjourn at 9:29am. Duncan Harris made the motion which was seconded by Fiona Mohring. All were in favor; none opposed; the motion carried.