



Board of Directors Meeting
September 22, 2021 at 8:00am
Zoom Virtual Meeting Hartford CT

Attendees: Todd Andrews, Bettina Armour, Katie D’Agostino, Jennifer DiBella, Renata Dixon, Paula Gilberto, Richard McGeary, Sandy Mello, Fiona Mohring, Tom Mongellow, Phillip Montgomery, Marcy Reed, Jonathan Richmond, Lisa Sementelli, John Simoneau, Dan Tapper, Vinnie Valente, Stephen Vaughan, Susan White and Lyle Wray

Staff: Alex Johnson, Kim Staley, Jim Boucher, Jill Cunningham, Dan Garewski, Ben Hensley and Liz Saunders

Absent: Sheldon Bustow, Jon Colman, Lindy Lee Gold, G. Duncan Harris, John Nimmons and Tracy Nixon-Moore

Guests: Erica Tew

Chairman Richard McGeary called the meeting to order at 8:03am

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

SPECIAL ANNOUNCEMENT – Alex Johnson

Alex thanked Jon Colman who is stepping down after 18 years serving on our Board of Directors as well as past Chair and Vice-Chair of Finance & Audit. In addition, Paula Gilberto is retiring from the United Way and has been a member of our Board of Directors and the Future Workforce Services Committee for the past 11 years. They will both be missed, and we wish them well in their future endeavors.

MISSION MOMENT: Capital Area Tech Partnership Implementation Update – Jim Boucher

- Jim Boucher stated that he is excited to bring forward the work we have been doing with the IT sector over the last several months. Ben Hensley covered Labor Market Context, and the Capital Area Tech Partnership (CATP). Dan Garewski covered the IT Pipeline Development/IT Pipeline 2021. Dan welcomed Jill Cunningham our IT Business Coordinator who covered the Employer Training Programs. Jim concluded with the key progress areas.

Consent Agenda:

- Approve June 18, 2021, August 10, 2021 and August 25, 2021 Meeting Minutes
- Approve FY21/22 Meeting Schedule
- Approve Employee Handbook Updates
- Approve CWP 2021 Salary Grades
- Approve FY22 Future Workforce Services, One-Stop Services and Finance & Audit Workplans

Outcome: Lyle Wray made a motion to approve all the items under Consent. Sandy Mello offered a second. All were in favor; none opposed; the motion carried.

Chairman’s Report:

- Richard McGeary opened with some personal thoughts on his vision for the Board and the organization. His intent is to respect the line where Alex runs the organization and Alex reports to the Board and the chair, and the Board should be focused on issues that affect Governance. He encouraged everyone to be respectful of their roles and responsibilities.
- Chairman McGeary announced that we will be creating a DEI Ad-Hoc Committee and read our DEI Policy. This committee will be chaired by Fiona Mohring. Susan White, Jonathan Richmond, Bettina Armour and Tom Mongellow also offered to serve on this committee. We will be convening the first meeting within thirty days.

Finance Report: Laura Hitt & Stephen Vaughan

- **Approve Revised Financials 6-30-21, Review FY22 Preliminary Expense & Revenue Budget and PPP Update**



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- Stephen presented the Statement of Financial Position, the Statement of Activities, and the Budget verses actual as of June 30, 2021, compared with June 30, 2020 in addition to the financials for the first 2 months ending 8-30-21. These reports are pretty much in the final stage. Cash is down due to not drawing down everything we could have due to JFES not fully functional last year. Receivables are up with additional grant funds. Payables are lower, deferred revenue is up, net assets are in line with where they were last year. Total revenue is \$26,622,691 and the increase is due to CARES related grants in the amount of \$3.2m along with H1B grant which is \$10m over 5 years. The higher amount of spending is due to upfront charges that will not be incurred for the rest of the year, and this will even out as the year progresses. The net under revenue is due to revenue not received on grants where spending has started. We will start to see notes at the bottom of the financials to help clarify. A question was asked regarding the amount of PPP money was moved to deferred revenue. After a lengthy conversation it was agreed that we cannot recognize any of the PPP loan until we receive notice that the amount was forgiven, and it should stay on the balance sheet until that time. Laura will make the necessary adjustments and resubmit the 6-30-21 financials.

Outcome: Tom Mongellow made a motion to accept the report. Sandy Mello offered a second. All were in favor, none opposed; the motion carried.

Committee Updates -

Executive – Review CWP Vaccination Policy: Richard McGeary/Alex Johnson

- Chairman McGeary and Alex Johnson presented the committee with a draft of the CWP Vaccination policy. President Johnson briefed the Board on the updated policy which was sent to everyone this morning and we apologize for the late distribution, but this has been a work in progress and wasn't finalized until late yesterday. There were a few questions which President Johnson answered. All Board members agreed, and Chairman McGeary asked to add a sentence at the end stating that this policy is subject to change without notice.

Outcome: Marcy Reed made a motion to accept the policy. Vinnie Valente offered a second. All were in favor, none opposed; the motion carried.

Governance – Review Board Member Expectations – Alex Johnson

- President Johnson stated that he is appreciative of those who have signed the Board Member Expectation document and recognized that some questions have been asked and are currently being addressed. More information will follow.

President/CEO Report: Alex Johnson

Career ConneCT

- Attached in your packet is a draft framework of the Career ConneCT program summary. The Governor and the CT General Assembly have prioritized workforce development this session by investing \$110 million in programs that get people back to work in better jobs than before, while addressing the systemic issues that have been plaguing our workforce system for generations. CareerConneCT creates opportunities for students to progress in career pathways leading to jobs in Connecticut's fastest growing industries; unemployed workers to reskill and enter new, higher-wage, careers; and communities of color to overcome systemic barriers they have faced in education, training, and employment.

CWP Golf Tournament – Alex Johnson

- Thanks to the Board for their support of our 1st Inaugural Golf Tournament which has been rescheduled to September 29th
- We currently have surpassed our goal of 80 golfers with 88 registered golfers to date.



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- We are looking forward to a beautiful sunny, dry day and if you would like to stop by we welcome the company.

ADJOURN

Chairman McGeary called for a motion to adjourn at 9:33am. Sandy Mello made the motion which was seconded by Stephen Vaughan. All were in favor; none opposed; the motion carried.

Approved