



**Board of Directors Meeting**  
November 30, 2022 at 8:00am  
Zoom Virtual Meeting Hartford CT

**Attendees:** Sheldon Bustow, Jennifer DiBella, Lindy Lee Gold, Keith Grant, Matt Hart, Denis Horrigan, Andrew Komarow, Richard McGeary, Sandy Mello, Fiona Mohring, Phillip Montgomery, Fernando Muniz, Marcy Reed, Jonathan Richmond, Lisa Sementilli, John Simoneau, Urvashi Shah, and Stephen Vaughan,

**Staff:** Alex Johnson, Kim Staley, Jim Boucher, Laura Hitt, Sandy Mackie, Shelly Henderson, and Liz Saunders

**Absent:** Todd Andrews, David Beber, Katie D'Agostino, Clodomiro Falcon, Tom Mongellow, John Nimmons, Melissa Otis, Tracy Nixon-Moore, Rob Steinmetz, Vinnie Valente and Susan White,

**Guests:** Mike Bartley

**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. He discussed that we will be celebrating the Holidays as a Board and suggested December 20<sup>th</sup> as a potential date. A couple of Board members suggested that the date might be too close to the holidays if travel is involved with their plans another suggested the possibility of meeting at lunch time. Chairman McGeary stated we will send out a survey to Board members and try to take into account everyone's comments.

**Chairman's Report**

**Creation of a new Disabilities Ad-Hoc Committee**

- Chairman McGeary spoke on the creation of this new committee to enhance services and partnerships for those individuals with disabilities. President Johnson stated that we have had several conversations with a group called New Horizons who provide supports for individuals with disabilities. We have a Career Fair planned with them on December 7<sup>th</sup>. Sheldon Bustow has offered to chair this Ad-Hoc and the first meeting is scheduled for December 14<sup>th</sup>. Fiona, Phillip, Jonathan, Andrew, and Melissa have all offered to be part of this committee. The invitation to join was extended to all Board members. Jonathan stated that this will allow better opportunities to a population that is underserved.

**Legislative Update – Alex Johnson**

- President Johnson stated he would do his best but no one can replace Tom. We are gearing up for the upcoming State Legislative session with items that are important to CWP and the work we do. There is a significant need for increased funding for Summer Youth. This past year 9,000 youth applied but we served 3,000. We will be busy preparing our Legislative agenda. On the Federal side we will continue to work with our Legislative delegation on our goals and Tom is geared up to help us especially on matters that are important to CWP and other advocacy groups and we want to be on record supporting all the special needs that are out there. We will continue to keep the Board up to date.
- A question was asked to President Johnson if he foresaw any issues with the recent election. He said no only tremendous opportunities.

**MISSION MOMENT: Non-Custodial Parent Initiative – Kimberly Staley/Sandy Mackie/Shelly Henderson/Mike Bartley**  
Kimberly introduced the Non-Custodial Parent Initiative to the Board and Shelly gave an overview of the program and how it works. Sandy spoke on how we try to have participants speak but they were all working,



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and she read one of three testimonials about the program. Mike Bartley wrapped up by thanking CWP and EDSI for the tremendous work they are doing supporting this initiative. There were several questions regarding the program and whether this is a way for parents to regain custody. The short answer is no it's a program with an employment focus to help these non-custodial parents be able to pay monetary supports for their children. In one case we did have a father who was able to regain custody. This program will be re-evaluated in March of 2023, and we will find out then if we will be able to receive long-term funding. The Board was very happy with the results to date of this program.

**Consent Agenda:**

- Approve September 28, 2022 Meeting Minutes (attached)
- Approve One-Stop Services FY 23 Committee Workplans (attached)
- Bonus Policy (attached)
- SOP Procurement (attached)

**Outcome:** Lindy Lee Gold made a motion to approve all the items under Consent. Sandy Mello offered a second. There was some discussion as John Simoneau did not recall these items coming up previously. He also noted that the date on the SOP Procurement had an approved date of February 4, 2016, but no revision date. The revision date will be applied. President Johnson spoke to clarify that the SOP Procurement were just changes in thresholds. The Bonus Policy is not really a policy, but a policy statement. Both documents have been reviewed and vetted by both the Finance and Audit and Executive Committees. All were in favor; none opposed; the motion carried.

**Finance Report: Laura Hitt & Stephen Vaughan**

**Review Financials for period ending 9-30-22 – Stephen Vaughan**

- Stephen presented the pre-audited Statement of Financial Position, the Statement of Activities, and the Budget verses actual as of September 30, 2022, compared with September 30, 2021. He identified where there is flux but stated by year end this will all balance out.
- Laura presented a new report on the Federal and State Grants Schedule. This is a listing of funding that we receive. It identifies Total WIOA, JFES, City and Contributions (which are the restricted funds). In addition, she gave a visual graph that shows the percentages of each. President Johnson stated that we will continue to work with the Finance & Audit committee on the best ways to display our complex funding.

**Audit Update – Laura Hitt**

- Laura provided the committee with a verbal report that the audit is on track to be presented at our January meeting. Things were a little slow due to Laura's recent illness. An extension was filed and approved.

**Outcome:** Lindy Lee Gold made a motion to accept the reports. Sandy Mello offered a second. All were in favor, none opposed; the motion carried.

**DEI Committee Update – Kimberly Staley/Fiona Mohring**

- Kimberly provided the committee with the progress and status of the DEI committee and their work with the Board and the staff. Mosaic is our internal staff DE&I committee. We will continue to invite all Board members to our DE&I programs and to please attend if your schedule allows. We are half-way through our journey with the consultant.



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**President/CEO Report: Alex Johnson**

**Succession Plan**

- President Johnson stated that he is in receipt of a resignation letter from our CFO Laura Hitt. Laura will be missed but she is leaving us in a good place. We have begun the process of hiring a new CFO. In the meantime, Mike Rubin is helping us to finalize the audit and we will be hiring a staffing agency to help fill the void in the Finance department. Several Board members thanked Laura for her time, attention, and dedication and wished her luck in her new endeavors.
- President Johnson noted that we have an emergency succession plan in place and will be working on finalizing the plan. It was intentionally developed with three sections. He will include an Executive Summary.

**Updates**

**WIOA Plan**

- President Johnson gave a high-level review of some updates included in our WIOA Plan with regards to the organization, the American Job Center, Employer Engagement and Youth Programs.

**ADJOURN**

Chairman McGeary called for a motion to adjourn at 9:30am. and wished everyone a very Happy Holiday season. Matt Hart thanked Alex, Jim, and Ben Hensley for their help with the Public Sector Job Summit held on November 4, 2022. Matt Hart made the motion which was seconded by Sandy Mello. All were in favor; none opposed; the motion carried.