



**NORTHWEST REGIONAL
WORKFORCE INVESTMENT BOARD**
FIRST JOB | NEXT JOB | BEST JOB

EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, August 2nd, 2023

<https://us06web.zoom.us/j/83488560231?pwd=aS9QaDdNaWM0NDVJUzdZeU1XN1I5dz09>

Meeting ID: 834 8856 0231 Passcode: 325791

Participating members: Joseph Vrabely (Chair), Giuseppe Pisani, Chief Fernando Spagnolo, Beth Dupont, Ralph Richards, George Lacapra.

Participating staff: Catherine Awwad, Genny Fonseca, Susan Mertz, Nina Lombardi.

The meeting was called into order at 8 AM.

Added item 7A: Approval of CareerConneCT MOA with Industrial Management & Training Institute for delivery of Solar Photovoltaic training in the amount of \$59,290.00 for the duration of August 14th, 2023 through December 31st, 2023.

Motion to add item #7A was made by G. Pisani and seconded by R. Richard. Motion approved.

1. Approval of Executive Committee Meeting Minutes from June 28th, 2023.

A motion to approve was made by B. Dupont and seconded by G. Pisani. Motion approved.

2. Approval of updated CareerConneCT Individual Training Account Payment Policy. CEO C. Awwad stated that now if the training has been taking place for 3 days, the provider is entitled to 100% payment.

A motion to approve was made by G. Pisani and seconded by R. Richard Motion approved.

3. Approval of contract with Earth Environmental, LLC in the amount of \$169,980.00 from October 1st, 2023, through June 30th, 2027.

A motion to approve was made by B. Dupont and seconded by R. Richard. Motion approved.

4. Conditional approval of Environmental Development Administration Good Jobs Challenge contract in the amount of \$4,435,545.00.

A motion to approve was made by G. Lacapra and seconded by R. Richard Motion approved.



**NORTHWEST REGIONAL
WORKFORCE INVESTMENT BOARD**
FIRST JOB | NEXT JOB | BEST JOB

5. Approval of CT WHISP Incumbent Worker Training contract with Forum Plastics in the amount of \$8,525.00.

C. Awwad explained that this contract is with a local employer funder thru WHISP Program. A motion to approve was made by G. Pisani and seconded by G. Lacapra. Motion approved.

6. Approval of contract with Western Connecticut Regional Adult and Continuing Education, for the provision of one-on-one tutoring services in the amount of \$20,000.00 from August 1st, 2023, through June 30th, 2024.

A motion to approve was made by B. Dupont and seconded by G. Lacapra. Motion approved.

7. Approval of contract with Newtown Youth and Family Services in the amount of \$26,000.00 from August 2nd, 2023 through June 30th, 2024.

C. Awwad explained that this ARPA fund is thru the board of ED.

A motion to approve Item 7A was made by G. Pisani and seconded by G. Lacapra. Motion approved.

A motion to approve Item 7A was made by G. Pisani and seconded by R. Richard. Motion approved.

8. Finance Update

CFO S. Mertz reported that all accounts have been reconciled and grants have been submitted in a timely manner. She added that her team is currently working on submitting the final invoices for the year before the state system closes.

S. Mertz mentioned that the fiscal monitoring continues is going great.

A motion to receive and place on file was made by G. Pisani and seconded by G. Lacapra. Motion approved.

9. Other Business

C. Awwad shared that the summer programs are in full swing. The full board meeting will take place September 14th and a reminder will be sent out in 2 weeks.

10. Adjournment

A motion to adjourn at 8:15am was made by B. Dupont and seconded by G. Pisani. Motion approved.