



**NORTHWEST REGIONAL
WORKFORCE INVESTMENT BOARD**
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EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, April 6th, 2022, at 8:00 AM

Held VIA Virtual Conference Video Call at:

<https://us06web.zoom.us/j/89904764270?pwd=dDRwUkJNeFY2dk5CTFpQVkJVxSW0vUT09>

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Participating: C. Awwad, M. Hayden, G. Pisani (Chair) J. Ryan, J. Vrabely, W. Pizzuto, B. Dupont, G. LaCapra, J. Wrinn, S. Mertz

Meeting Commenced at 8:00 AM

1. **Approval of Executive Committee Meeting Minutes from February 2nd, 2022**
A motion to approve was made by W. Pizzuto and seconded by J. Ryan. Motion approved.
2. **Approval to add Connecticut Health Career Institute, LLC, as new provider on WIOA ETPL list for the following training programs:**
 - a. **Certified Nurse Aide - \$1,721.00**
 - b. **Certified Phlebotomy Technician - \$1,692.00**
 - c. **Patient Care Technician - \$5,011.00**A motion to approve was made by J. Wrinn and seconded by W. Pizzuto. Motion approved.
3. **Approval of Needs-Based (Related) Payments System Policy and Procedure Directive**
A motion to approve was made by J. Wrinn and seconded by J. Ryan. Motion approved.
4. **Approval of WCCI Job Funnel Contract JF-21-002 with Earth Environmental Consultants, LLC, for a variety of OSHA/LEAD/Construction/Other Training for a maximum of 25 participants, in the amount of \$32,064.00**
A motion to approve was made by G. LaCapra and seconded by J. Ryan. Motion approved.
5. **Approval of WHISP IWT-21-007 Contract with Seidel Inc. for the One Workforce H-1B Incumbent Worker Training Program via MASC in the amount of \$3,000**
A motion to approve was made by J. Wrinn and seconded by J. Ryan. Motion approved.
6. **Approval of CT WHISP IWT-21-008 Contract with Altek Electronics, Inc. for the One Workforce H-1B Incumbent Worker Training Program in the amount of \$2,500**
A motion to approve was made by J. Ryan and seconded by W. Pizzuto. Motion approved.



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7. Approval of ACI-21-003 Contract with Northwestern Connecticut Community College for Spring Manufacturing Program Training in the amount of \$16,000.00

A motion to approve was made by J. Ryan and seconded by W. Pizzuto. Motion approved

8. Approval of WCCI Job Funnel JF-21-003 Contract with International Union of Operating Engineers local 478 for the Basic Heavy Equipment Awareness Program for maximum of 10 participants in the amount of \$15,868.46

A motion to approve was made by B. Dupont and seconded by W. Pizzuto. Motion approved.

9. Finance Update

A motion to accept the financial report as submitted was made by W. Pizzuto and seconded by J. Ryan. Motion approved.

10. Other Business

C. Awwad advised the committee that the NRWIB is in receipt of the consolidated compliance review schedule for the week of April 25th, 2022. The federal auditors have asked for a series of presentations over the course of the five days that they will be conducting their audit. The first presentation that C. Awwad would ask one or two of our executive committee members to attend would be Monday morning, April 25th, from 10am to 12pm. Mayor O'Leary, Mayor Carbone, and Mayor Bass have also been asked to participate, and they have all agreed. G. Pisani confirmed he would attend.

The second time that C. Awwad asked for participation from the executive committee members would be Tuesday, April 26th, from 1pm to 2:30pm. On that day, the federal monitors would like a detailed overview of the NRWIB's employer engagement and business services, that will also include a conversation regarding the Regional Sector Partnerships, and the NRWIB's ability to get participants into apprenticeships.

The rest of that week will really consist of going over how the NRWIB staff operates. On Thursday, April 28th, 2022, from 1pm to 2:30pm, the federal auditors have asked the NRWIB to engage some of their youth providers, and the workforce board has been able to secure the participation of the Northwest Connecticut Community College, as they run one of the NRWIB's youth programs.

C. Awwad also informed the committee that the NRWIB had successfully hired a staff accountant to fill the role that Cheryl Chasse left. Natasha Liriano is the new hire, and she will begin working in the finance department on Monday, April 11th, 2022, preparing for CareerConneCT. Paul Dzialo has moved from Career Resources, Inc. to the NRWIB staff as the new CareerConneCT manager, and he started that position on Monday, April 4th, 2022.

C. Awwad mentioned to the committee that Patrick Donnelly has done an immense job in revising the NRWIB's contracting process, including revising the language to make the contracting process much more fluid. Patrick has made a big impact for the organization, and the NRWIB is very happy to have him on board.

Lastly, C. Awwad advised the executive committee that the NRWIB had been made aware of the WIOA re-authorization, and she would like to share with the committee some of the workforce board's concerns. The NRWIB has reviewed the documents and talked with the state,



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and the week following, C. Awwad has a conversation scheduled with a staff member from Congressman Hayes' office. One of the changes that will take place is that the required percentage of union board member representation will increase from 20% to 30%. C. Awwad has articulated to the state and intends to articulate to Congressman Jahana Hayes that if the state plans to increase the number of board members that are union representatives to 30%, that will force the NRWIB to increase the total number of private sector board members as well. This will result in a larger board and more people will have to participate to reach a quorum. C. Awwad expressed that if there were better participation from the current union members, there would not be a need for additional representation, and she will relay that to Congressman Hayes as well. The second change that is concerning to the NRWIB, is that currently the law requires 20% of the organization's youth allocation to be expended on work experience, and the state is looking to increase that number to 50%, which doesn't allow much funding for programming or for staff and will be very difficult to achieve. C. Awwad believes that once the WIOA re-authorization is passed, it may take a year before the rules are made and implemented, so there's a lot to consider and unpack, as this moves forward.

C. Awwad also informed the committee that the IFA process is in play again, and S. Mertz has done a great job of getting the NRWIB's budget ready for next year. C. Awwad commented that while the monitoring is going on, all the other work is still going on as well. The NRWIB staff is really working hard, and C. Awwad expressed her appreciation. C. Awwad also thanked G. LaCapra for hosting the Manufacturing Regional Sector Partnership event on March 31st, commenting that it was a huge success. The Healthcare Regional Sector Partnership launch on March 31st was also a huge success. The NRWIB's Next Gen consultant, John Melville, flew in from the West Coast for those events, and he was very impressed with the work that the Northwest partnerships have done. J. Ryan congratulated C. Awwad for her role in those events, as both sessions were outstanding. J. Ryan commented that she had heard from a number of people that participated that they were very impressed and excited to move forward.

11. Adjournment

A motion to adjourn was made by W. Pizzuto and seconded by J. Wrinn at 8:33am. Motion approved.