



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

Wednesday, October 5th, 2022, at 8:00 AM

Held Via Virtual Conference Video Call at:

<https://us06web.zoom.us/j/86263834233?pwd=S2lFc1hsK3ozRlVvTUUp5WVNYSUdpQT09>

Meeting ID: 862 6383 4233

Passcode: 597845

*Participating: Joseph Vrabely (Chair), Giuseppe Pisani, George LaCapra, William Pizzuto, JoAnn Ryan, Ralph Richard, Fernando Spagnolo, Patricia Smithwick, Beth Dupont, Joseph Wrinn.
Also Attending: Cathy Awwad and Michael Hayden.*

1- Approval of Executive Committee Meeting Minutes from October 5th, 2022

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

2- Approval of three new programs for the State of CT ETPL, for existing provider, Northeast Medical Institute, LLC:

Certified Nurse Aide – Self-Paced - \$1,788.00

Phlebotomy Technician - \$1,702.00

Patient Care Tech - \$4,169.95

C. Awwad specified that this provider was new to our region but not to the ETPL list.

A motion to approve was made by G. LaCapra and seconded by J. Wrinn. Motion approved.

3- Approval of CT WHISP IWT-22-005 Contract with Parker Medical, Inc., for One Workforce H-1B Incumbent Worker Training Program, Root Cause Analysis, and Corrective Action Training for four (4) employees in the amount of \$2,800.00



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A motion to approve was made by J. Wrinn and seconded by G. LaCapra. Motion approved.

4- Approval of Memorandum of Understanding with Career Resources, Inc., of 1000 Lafayette Avenue, Bridgeport, CT, for the ARES Project in the amount of \$60,000.00

C. Awwad explained that this was an MOU that provided funding for the reentry population pre-and post-release.

A motion to approve was made by G. Pisani and seconded by P. Smithwick. Motion approved. (B. Dupont Abstained)

5- Conditional Approval of CareerConneCT Contract with the Office of Workforce Strategy, for the statewide Green Energy Program, in the amount of \$4,780,000.00

C. Awwad mentioned that NRWIB is yet to receive the contract document, which will be shared once received and reviewed internally.

A motion to approve was made by W. Pizzuto and seconded by G. LaCapra. Motion approved.

6- Finance Update

CFO Susan Mertz was not present as she was participating in the annual audit review. C. Awwad noted that the packet presented the financial report to the members.

A motion to receive and place on file was made by W. Pizzuto and seconded by J. Wrinn. Motion approved.

7- Other Business

C. Awwad announced that a candidate had been chosen to replace A. Goncalves as an Executive Assistant, Nina Lombardi will onboard on Oct 17th, with an added fiscal experience to be utilized in supplementing support to the finance department.

C. Awwad stated that she has been working closely with Mr. Hayden to develop a unique one-day pilot event for youth over the Christmas break regarding health and



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wellness, event will entice the kids to lead the discussion on their wellness needs when it comes to mental, physical, and financial literacy aspects.

Mike Hayden informed having a successful lunch meeting with Danbury's mayor Dean Esposito, about the upcoming events of the Career Academy and the upcoming job fair being held on October 26th. Mr. Hayden also reported trying to bring on a student from UCONN Waterbury to help with some Data and Performance soon.

C. Awwad confirmed having a meeting scheduled next week with Mr. LaCapra and his team about certain metal finishing strategies. She also confirmed meeting the mayor next week up in Torrington at a manufacturing day. She will also travel to NWCC to meet with Dr. Rooke.

Mr. J. Wrinn asked if Black & Decker had a plant in Danbury and if any white-collar jobs were going away, C. Awwad replied that she had not heard anything but that she did read in the Hartford Business Journal that they were consolidating their manufacturing operations across the world.

C. Awwad reminded the committee that the next full board meeting will be on December 8th and that she prefers it to be held in the Waterbury office.

Ms. Awwad also reported that the VR goggles article came out on the front page of the Hartford Business Journal and that it was advantageous in putting the agency on the map.

C. Awwad announced that Torrington's office is relocating to Technology Park in Waterbury by January 1st, 2023

7- Adjournment

A motion to adjourn was made by W. Pizzuto and seconded by J. Ryan at 8:14 am. Motion approved.