



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

EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday May 7, 2025, at 8:00 AM

Zoom link:

<https://us06web.zoom.us/j/89004767785?pwd=v0mBX5tY4lle7I19lv8LLhprgiWP9a.1>

Meeting ID: 890 0476 7785

Passcode: 763007

In attendance: G. LaCapra Jr. (Chair), B. DuPont (Vice Chair), J. Pisani, B. Pizzuto, J. Vrabely, J. Ryan, F. Spagnolo, R. Richard, J. Wrinn

Also in attendance: C. Awwad, S. Mertz

Meeting commenced at 7:55 AM

Call for a motion to add the following items:

- Item 11. b: Layoff Aversion contract with Atlantic Steel in the amount of \$10,000 for the duration of 05/07/25 – 12/31/25.
- Item 11. c: Layoff Aversion contract with UniMetal in the amount of \$10,000 for the duration of 05/07/25 – 12/31/25.
- Item 11. d: Layoff Aversion contract with Contech in the amount of \$10,000 for the duration of 05/07/25 – 12/31/25.
- Item 11. e: Layoff Aversion contract with Global Steering in the amount of \$10,000 for the duration of 05/07/25 – 12/31/25.

Motion to add made/seconded by: B. DuPont / B. Pizzuto. G. LaCapra Jr. & J. Vrabely abstained. Motion approved.

1. Approval of Minutes from April 2, 2025, Executive Committee Meeting.

Motion to approve made/seconded by: J. Vrabely / B. DuPont. Motion approved.



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2. Approval of contract with Resource Development Associates WIOA-25-008 \$125,000.00 07/01/2025-06/30/2026 for One Stop Operator.
Motion to approve made/seconded by: J. Wrinn / J. Vrabely. Motion approved.
3. Approval of contract with NPAC Consulting, LLC PSC-25-01 \$24,000.00 07/01/2025-06/30/2026 for IT consulting.
Motion to approve made/seconded by: J. Pisani / R. Richard. Motion approved.
4. Approval of contract with Robert Coatta PSC-25-05 \$42,900.00 07/01/2025-06/30/2026 for WIOA Youth program support.
Motion to approve made/seconded by: J. Pisani / B. DuPont. Motion approved.
5. Approval of contract with Shane, Navratil & Co. CPA's PSC-25-06 \$15,000.00 07/01/2025-06/30/2026 for fiscal monitoring and consulting.
Motion to approve made/seconded by: R. Richard / B. DuPont. Motion approved.
6. Approval of contract modification with Greater Danbury Chamber of Commerce WIOA 24-005 from \$50,000 to \$35,000.
Motion to approve made/seconded by: J. Pisani / B. DuPont. Motion approved.
7. Approval of CWP Career CT GREEN MOA extension to December 31, 2025.
Motion to approve made/seconded by: B. DuPont / J. Vrabely. Motion approved.
8. Approval of contract modification for MASC - amending funding source from ACI to ARPA CT Youth 24-015.
Motion to approve made/seconded by: J. Vrabely / R. Richard . Motion approved.
9. Approval of contract with Marrakesh JFES 25-002 \$60,000 7/1/25/ - 6/30/26 for vocational educational services.
Motion to approve made/seconded by: J. Pisani / B. DuPont. Motion approved.
10. Approval of contract with WERACE JFES-25-004 \$35,000 7/01/2025-6/30/2026 for vocational educational services.
Motion to approve made/seconded by: B. Pizzuto / R. Richard. Motion approved.



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11. Approval of contracts:

- a) Personal Services Contract with Tranfr VR PSC24-12 \$23,416.67 6/01/2025 to 5/31/2026 for 5-all access headsets.

Motion to approve made/seconded by: R. Richard / B. Pizzuto. Motion approved.

- b) Layoff Aversion contract with Atlantic Steel in the amount of \$10,000 for the duration of 05/07/25 – 12/31/25.

Motion to approve made/seconded by: B. Pizzuto / R. Richard. J. Vrabely abstained.

Motion approved.

- c) Layoff Aversion contract with UniMetal in the amount of \$10,000 for the duration of 05/07/25 – 12/31/25.

Motion to approve made/seconded by: B. Pizzuto / R. Richard. G. LaCapra Jr. abstained. Motion approved.

- d) Layoff Aversion contract with Contech in the amount of \$10,000 for the duration of 05/07/25 – 12/31/25.

Motion to approve made/seconded by: J. Vrabely / R. Richard. Motion approved.

- e) Layoff Aversion contract with Global Steering in the amount of \$10,000 for the duration of 05/07/25 – 12/31/25.

Motion to approve made/seconded by: J. Vrabely / R. Richard. Motion approved.

12. Appointment of interim secretary.

Beth DuPont volunteered to be interim secretary, position will be filled by permanent nominee come July 1, 2025.

Motion to approve made/seconded by: B. Pizzuto / J. Vrabely. B. DuPont abstained.

Motion approved.

13. Financial Report

Received and placed on file.



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14. Other Business

Cathy provided a brief update on upcoming National Youth Employment Coalition event where some of the Waterbury PAL programming will be highlighted.

15. Adjournment.

Meeting adjourned at 8:20 AM (B. Pizzuto / J. Vrabely)

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Department of Social Services • Board of Education and Services for the Blind • CT Job Corp Center
Naugatuck Valley Community College • Northwestern CT Community College
Bureau of Health/Nutrition Family Services and Adult Education