



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

**Wednesday, May 5<sup>th</sup>, 2021 at 8:00 AM**

**VIA Virtual Conference Video Call at:**

<https://zoom.us/j/97226997570?pwd=VjJ5NTRCMDhpRFFJQ29XNm9PenlYdz09>

Meeting ID: 972 2699 7570

Passcode: 433790

***Participating: C. Awwad, M. Hayden, B. Dupont, J. Ryan, J. Wrinn, G. LaCapra, W. Pizzuto, J. Vrabely, G. Pisani, F. Spagnolo, P. Smithwick, S. Mertz, A. Goncalves.***

***Meeting Commenced at 8:03AM.***

- 1. Approval of Executive Committee Meeting Minutes from April 7, 2021**  
A motion to approve was made by J. Vrabely and seconded by W. Pizzuto. Motion approved.
- 2. Approval of Amendment #1 to City of Torrington DCFY-20-002 Contract to increase funding by \$1,654.36 to \$11,454.36**  
A motion to approve was made by P. Smithwick and seconded by W. Pizzuto. Motion approved.
- 3. Approval of Contracts with:**
  - a. Connecticut Department of Aging and Disability Services Youth Employment Program – not to exceed \$625,000.00 (3 year funding contract)**  
A motion to amend this item to \$850,000.00 was made by P. Smithwick and seconded by B. Dupont. Motion approved.
  - b. Connecticut Department of Labor DCF Youth Employment Program - \$78,380.00**  
A motion to approve both items (item “a” as amended and item “b” as is) was made by P. Smithwick and seconded by W. Pizzuto. Motion approved.
- 4. Review and Approval of Memorandum of Understanding(s) and Infrastructure Funding Agreements with the following partner(s):**
  - a. CT Department of Aging and Disability Services**
  - b. CT Department of Social Services**
  - c. CT Department of Labor**
  - d. CT State Department of Education**
  - e. The Workplace: SCSEP**
  - f. The Workplace: Veterans’ Program**
  - g. Job Corps: New Haven Job Corp Center**

**AJC (R) "A proud partner of America's Job Center Network."**  
Department of Labor • Career Resources, INC • Bureau of Rehabilitative Services  
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



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- h. New Opportunities Inc.**
- i. Naugatuck Valley Community College**
- j. Northwestern Connecticut Community College**
- k. MASC**
- l. Waterbury Housing Authority**

A motion to approve was made by P. Smithwick and seconded by J. Wrinn. Motion approved.

**5. Approval of CYEP Summer Youth Employment Contracts:**

**\*\*Contingent upon state funding**

- a. New Milford - Not to exceed dollar amount \$28,297.58**
- b. Danbury - Not to exceed dollar amount \$96,068.79**
- c. Torrington - Not to exceed dollar amount \$130,338.25**
- d. Wolcott - Not to exceed dollar amount \$51,968.00**
- e. Naugatuck - Not to exceed dollar amount \$147,708.94**
- f. Newtown - Not to exceed dollar amount \$31,551.96**
- g. Greater Waterbury YMCA - Not to exceed dollar amount \$131,148.52**
- h. Waterbury Boys and Girls Clubs - Not to exceed dollar amount \$24,356.00**
- i. Waterbury Police Activity League - Not to exceed dollar amount \$422,815.92**
- j. Waterbury Youth Service System - Not to exceed dollar amount \$121,592.61**

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

F. Spagnolo recused himself and abstained on the vote.

**6. Approval of contract with Career EDGE, LLC for the use of the Career Development Platform:**

- a. NRWIB Online Learning Center - May 1, 2021- April 30, 22 - \$54,000.00**
- b. CYEP Online Application Platform- May 1, 2021- April 30,22 - \$10,000.00**

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

**7. Approval of DCF Summer Youth Employment Contracts:**

- a. Naugatuck Youth Services System - \$25,000**
- b. Torrington Youth Services System - \$25,000**

(These two items correspond with item "3b".) A motion to approve was made by W. Pizzuto and seconded by G. LaCapra. Motion approved.

**8. Approval of two-year contract with Shane, Navratil & Company, CPA's for Monitoring and Internal Auditing Services - \$65,569.00**

A motion to approve was made by P. Smithwick and seconded by W. Pizzuto. Motion approved.

**9. Approval of Business Services and Employer Engagement Contracts:**

- a. Chamber of Commerce of Greater Waterbury, Inc. - \$50,000.00**
- b. Greater Danbury Chamber of Commerce- \$50,000.00**



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**c. Northwest Connecticut Chamber of Commerce - \$50,000.00**

**d. Resource Development Associates - \$50,000.00**

J. Ryan recused herself and abstained from this vote. A motion to approve was made by W. Pizzuto and seconded by P. Smithwick. Motion approved.

**10. Approval of Contracts with WIOA Out of School Youth Sub-recipients:**

**a. Naugatuck Valley Community College - \$268,571.00 (24 slots)**

**b. Northwestern Connecticut Community College- \$192,855.89 (17 slots)**

**c. Western Education Regional Adult & Continuing Education (WERACE) - \$63,512.00 (6 slots)**

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

**11. Approval of WIOA Policy Updates:**

**a. Client WIOA Registration/Customer Flow Policy**

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

**12. Approval of Contract with Workplace Success Group:**

**a. Jobs First Employment Services (JFES) Voc-Ed Training Program for TANF Participants - \$20,000.00**

**b. Leadership Training Program - \$18,000.00**

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

**13. Finance Update**

The committee was forwarded the most updated financial report, which is through April, but excluded the last round of vendor payments, as it is still early in the month and the vendor payments are not reflected in this report yet. The committee will receive an updated financial report at the next executive committee meeting, which will include the May finances.

**14. Other Business**

C. Awwad updated the committee regarding two legislative bills, Senate Bill 881 and Senate Bill 885. NRWIB continues to work with the Governor's office and the OWS to work on changing that language. The higher education committee yet again altered the language in those bills. C. Awwad has a conference call with the other workforce board directors to review those changes and determine whether this would hurt or help the workforce boards. C. Awwad says the workforce boards have moved this to "middle ground," and are in a better situation. The workforce board directors have had ongoing conversations with the OWS voicing their concerns. In the last month it was discovered that the OWS had gone out to bid to hire an outside consultant to align the workforce boards to do a deep dive into each of our programs, our expenditures, our salaries, the outcomes, etc., and the directors took great exception to it. The workforce boards were never aware that the OWS were doing this. The OWS has withdrawn



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their RFP, C. Awwad has been nominated by the other workforce board directors to serve as their negotiator, and at this time the OWS is stepping back and re-writing their RFP. C. Awwad has asked the OWS to take a significant overview of the workforce system, looking at each of our partners and how those partners work with us to make sure that we are, as a system, serving the clients before they start drilling into each program that the workforce boards deliver. This is a huge task and the workforce directors have made it clear that none of the boards have staff with the time to sit with an outside consultant and help them understand the work that we do. The workforce directors are continuing to negotiate the language of the newly written RFP and C. Awwad will keep the executive committee updated on any developments. C. Awwad believes the directors have made some significant headway. The APO status that the OWS sought - the administrative purposes only – would have made them untouchable, and a very powerful office. The language in the appropriation budget that came out about 10 days prior, stripped the APO status in the budget. They are under the auspices of the offices of DECD and must report to David Lehman, and we're continuing to follow that to make sure that sticks. The language of Bill 881 that C. Awwad has last seen, as most recent as the evening prior, gives the OWS APO status, but the appropriation's budget does not. The OWS needs to tie those together to make sure the APO language comes out of 881, and the workforce directors have a conversation today at 10am to make sure that happens. Senators Hartley and Osten have been instrumental in this, as they both believe this is a significant overreach on the part of the Governor, to give the OWS an APO status. There will be interesting conversations moving forward running up to the end of the session. J. Ryan applauded C. Awwad for moving in the right direction by working and talking to the right people. J. Ryan expressed her opinion that she honestly believes that the OWS is ill informed about all the wonderful things that the five workforce boards are doing, due to lack of awareness on the OWS' part. C. Awwad also updated the committee that there are a lot of funds coming into the system, such as the ARPA Funds. The president's infrastructure bill will put hundreds of millions of dollars into Connecticut coffers, and hopefully the workforce boards will be able to get people back to work. However, people have to want to go to work, and the NRWIB is developing various training programs to start recruiting people into, including the banking industry, the construction industry, and a new welding program. Chairman G. Pisani commented that it will be interesting to see what happens with the infrastructure program for two reasons: one being that it is currently difficult to find good help, and two being that materials are now becoming scarce, and prices have significantly increased. C. Awwad expressed her admiration for the NRWIB staff, commending the great work everyone is doing, especially since everyone has returned to working in the office full time again. Chairman G. Pisani shared the same admiration for the NRWIB staff.

## **15. Adjournment**

A motion to adjourn was made by W. Pizzuto and seconded by J. Ryan at 8:38 A.M. Motion approved.