



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

EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, June 7th, 2023, at 8:00 AM

<https://us06web.zoom.us/j/85075697956?pwd=NUFkcmxWcHhJT21SWWhEV1BBOFM3Zz09>

Meeting ID: 850 7569 7956 Passcode: 057088

Participating members: Joseph Vrabely (Chair), Giuseppe Pisani, JoAnn Ryan, Chief Fernando Spagnolo, George Lacapra, Patricia Smithwick, Joe Wrinn, Beth Dupont, Ralph Richards
Participating staff: Genny Fonseca, Susan Mertz, Nina Lombardi.

The meeting was called into order at 8 AM.

Motion to add item 12 B to the agenda:

Modification #1 to Career ConneCT Green MOA's To extend terms of the agreement through June 30th, 2024 with additional funding for a total amount of:

- 1) The Workplace: \$224,830**
- 2) Workforce Alliance: \$91,934**
- 3) EWIB: \$279,137**
- 4) Capital Workforce Partners: \$657,474**

A motion to approve was made by G. Pisani and seconded by J. Ryann. Motion approved.

1. Approval of Executive Committee Meeting Minutes from June 7th, 2023

A motion to approve was made by B. Dupont and seconded by J. Ryann. Motion approved.

2. Approval of One on One literacy and numeracy tutoring services contracts:

- EdAdvance Adult Education: \$15,000.00**
- Naugatuck Adult Education: \$33,235.00**

A motion to approve was made by J. Ryann and seconded by G. Lacapra. Motion approved.



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

3. Approval of Business Services and Employee Engagement contracts:

- **Northwestern CT Chamber of Commerce: \$59,250.00**

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

- **Greater Waterbury Chamber of Commerce: \$50,000.00**

A motion to approve was made by J. Ryann and seconded by G. Pisani. Motion approved.

- **Resource Development Associates: \$100,000.00**

A motion to approve was made by B. Dupont and seconded by J. Ryann. Motion approved.

- **Greater Danbury Chamber of Commerce: \$50,000.00**

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

4. Approval of CYEP Programs contracts:

- **Danbury Youth Services \$206,657.71**
- **New Opportunities, Inc (Torrington) \$174,300.00**
- **Waterbury Police Activity League \$398,460.62**
- **Town of Wolcott \$50,849.00**
- **Town of Newtown \$93,045.00**
- **Greater Waterbury YMCA \$217,328.00**
- **Naugatuck Youth Services \$160,060.00**
- **Town of New Milford \$53,670.69**
- **Boys & Girls Club of Greater Waterbury \$33,955.00**
- **Hoops4Life \$50,000.00**
- **New Opportunities, Inc. Waterbury \$213,500.00**

A motion to approve was made by G. Pisani and seconded by P. Smithwick. Motion approved.
Chief Spagnolo abstained from voting on Waterbury Police Activity League



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

5. Approval of DCF CYEP contracts:

- **New Opportunities Torrington, not to exceed** **\$11,000.00**
- **Naugatuck Youth Services, not to exceed** **\$15,000.00**
- **Danbury Youth Services, not to exceed** **\$20,000.00**
- **Waterbury Police Activity League, not to exceed** **\$40,000.00**

A motion to approve was made by J. Ryann and seconded by G. Pisani. Motion approved.
Chief Spagnolo abstained from voting on Waterbury Police Activity League

6. Approval of Personal Service Agreement with

NPAC.LLC for IT services **\$48,000.00**

A motion to approve was made by G. Lacapra and seconded by J. Ryann. Motion approved.

7. Approval of Shane Navratil & Company **\$35,000.00**

A motion to approve was made by G. Lacapra and seconded by J. Ryann. Motion approved.

8. Approval of contract with IUOE Local 478 **\$15,878.46**

A motion to approve was made by J. Ryann and seconded by G. Lacapra. Motion approved.

9. Approval of MASC contract **\$8,370.00**

A motion to approve was made by B. Dupont and seconded by J. Ryann. Motion approved.

10. Approval of contract with Robert Coatta **\$42,900.00**

A motion to approve was made by J. Ryann and seconded by G. Pisani. Motion approved.

11. Approval of renewal of contract with Transfr **\$16,000.00**

A motion to approve was made by B. Dupont and seconded by J. Ryann. Motion approved.



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

**12. Approval of contract modification for ARPA CT Youth for
Danbury Youth Services**

\$27,840.00

12 A : A motion to approve was made by J. Ryann and seconded by G. Pisani. Motion approved.

12 B : (Addition) A motion to approve was made by G. Lacapra and seconded by R. Richards.
Motion approved.

13. Finance Update

CFO S. Mertz reported that all accounts have been reconciled and grants have been submitted timely. 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 smoothly and that the two new accountants are doing great as well as the rest of the finance team which continues to work on cross-training.

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

14. Other Business

None reported.

15. Adjournment

A motion to adjourn at 8:16 am was made by B. Dupont and seconded by J. Ryann. Motion approved.