



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

Wednesday, February 1st, 2023, at 8:00 AM

Held Via Virtual Conference Video Call at:

<https://us06web.zoom.us/j/81893856440?pwd=M3JvdUFZeHV0eW03dGttTk9waEZlUT09>

Meeting ID was: 818 9385 6440

Participating members: Joseph Vrabely (Chair), Mayor Neil M. O’Leary, Giuseppe Pisani, JoAnn Ryan, Joe Wrinn, Beth Dupont, Chief Spagnolo, George Lacapra. William Pizzuto

Participating staff: Cathy Awwad, Genny Fonseca, Susan Mertz, Nina Lombardi.

Mayor Neil O’Leary started the meeting by commenting on the recent departure of COO Mike Hayden, which caused a disturbance in the transition that was put in place. He added that Ms. Awwad did accept his request to postpone her retirement plan and continue presiding for another 12 to 18 months. The mayor expressed his gratitude to Ms. Awwad for her commitment to the workforce board and to the community.

Mayor O’Leary exited the meeting.

Mr. Vrabely called the meeting into order at 8:05 AM.

1. Approval of Executive Committee Meeting Minutes from January 4th, 2023

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

2. Approval of Project Longevity - Care Coordination, in the amount of \$47,500.00, from February 1st, 2023 through June 30th, 2023

Ms. Awwad explained that NRWIB is going to serve as the care coordinator as it fits right in with the program work with the reentry population which is aimed at youth and young adults. Ms. Awwad went on to add that Project Longevity is a way to try to keep them safe and alive longer as a result of their involvement with gangs and gun violence.

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



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- 3. Approval of Amendment to Career Resources Inc. contract to include revised contract language and align funding and budgets. Inclusion of additional funding sources in the amount of \$193,028.53 from \$2,166,183.00 to \$2,359,211.53, effective July 1st, 2022 through June 30th, 2023**

Ms. Awwad commented that some additional funding is being added, such as the Brownfield grant and Project Longevity. However, the contract has been completely rewritten with the guidance of an attorney to be more effective in terms of listing duties and responsibilities and including performance measures.

A motion to approve was made by G. Lacapra and seconded by J. Wrinn.

B. Dupont abstained. Motion approved.

- 4. Approval of Memorandum of Understanding with The WorkPlace, Inc. for Career ConneCT Healthcare programs:**

- **\$499,601.00 from January 1st, 2023, through December 31st, 2024:**
 - **PY 1 - January 1st, 2023 - December 1st, 2023: \$248,763 .00**
 - **PY 2 - January 1st, 2024 - December 1st, 2024: \$250,838 .00**

Ms. Awwad noted that the end dates of PY1 and 2 should be Dec 31st, not 1st.

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

- 5. Approval of Memorandums of Agreements with:**

- a. Memorandum of Agreement between Northwest Regional Workforce Investment Board, Inc. and Capital Workforce Partners (CWP) for the Implementation of the Career ConneCT "G.R.E.E.N." Project in the North Central Connecticut Workforce Investment Area – July 1st, 2022 – June 30th, 2023 – PY1 – (\$261,857.00)**

- b. Memorandum of Agreement between Northwest Regional Workforce Investment Board, Inc. and Eastern CT Workforce Investment Board (EWIB) for the Implementation of the Career ConneCT "G.R.E.E.N." Project in the Eastern Connecticut Workforce Investment Area – July 1st, 2022 – June 30th, 2023 – PY1 – (\$80,218.00)**

- c. Memorandum of Agreement between Northwest Regional Workforce Investment Board, Inc. and the WorkPlace, Inc. (WP) for the Implementation**



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of the Career ConneCT “G.R.E.E.N.” Project in the Southwestern Connecticut Workforce Investment Area – July 1st, 2022 – June 30th, 2023 – PY1 – (\$101,800.00)

d. Memorandum of Agreement between Northwest Regional Workforce Investment Board, Inc. and Workforce Alliance (WA) for the Implementation of the Career ConneCT “G.R.E.E.N.” Project in the South Central Workforce Investment Area – July 1st, 2022 – June 30th, 2023– PY1 – (\$45,818.00)

Ms. Awwad confirmed working on the green portion of Career ConneCT for renewable energy training and engaging other workforce boards to contribute with funding to train folks in their regions. The workforce boards collaborate with each other to spread this funding throughout the state. She confirmed providing all necessary documents to the Office of Workforce Strategy for review and asked for the committee’s approval while pending the main source’s approval and before moving forward with getting them signed.

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

6. Approval of MOU and IFA between NRWIB and Management & Training Corporation for the purpose of the New Haven Job Corp. December 1, 2022 – June 30, 2023.

Ms. Awwad commented that this is a memorandum of understanding showing the recent shift in management at the Job Corps in New Haven which led to a new partnership with Management and Training Corporation as a newly named contractor. She went on to add that the infrastructure funding agreement will stay the same through the end of the year, then it will be renegotiated across all partners and brought to the Executive committee in June’s meeting.

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

7. Finance Update

Ms. Mertz (CFO) reported that the balance sheet has all our grants accounted for and has been submitted in a timely manner and confirmed that all accounts have been reconciled. She went on to add that an update of the Profit and Loss budget versus the



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actual budget will be presented for the quarterly board meeting to account for the additional funds acquired such as Project Longevity.

8. Other Business

None Reported.

9. Adjournment

A motion to adjourn was made by W. Pizzuto and seconded by G. Pisani at 8:18 am. Motion approved.