



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

Wednesday, November 30th, 2022, at 8:00 AM

Held Via Virtual Conference Video Call at:

<https://us06web.zoom.us/j/85494434154?pwd=OEplZTFEWDFpdVFSS2FNeHVNQk5nZz09>

Meeting ID was: 854 9443 4154

Participating members: Giuseppe Pisani (Chair), George LaCapra, JoAnn Ryan, Fernando Spagnolo, Joseph Vrabely, Patricia Smithwick, Beth Dupont.

Participating staff: Cathy. Awwad, Michael Hayden, Susan Mertz, Nina Lombardi.

G. Lacapra called the meeting into order at 8:00 am.

1- Approval of Executive Committee Meeting Minutes from November 2nd, 2022.

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

2- Approval of Marion Manufacturing contract CT WHISP IWT-22-007 to provide training for 2 employees under CTWHISP/H1B. The total value of \$1,600.00. 12/12/22 thru 01/31/23

A motion to approve was made by J. Ryann and seconded by W. Pizutto. Motion approved.

3- Approval of a contract with Danbury Youth Services, Inc for CYEP 22-23 Year-round Youth Employment Program for \$23,362.45, commencing 11/28/22 thru 6/30/23.

Cathy Awwad said that initially, we have always funded the municipalities, so we would give Danbury the money and they would pass it through to Danbury Youth Services,



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same as Torrington and Naugatuck. However, this has caused problems for these small service bureaus as the delay in reimbursement from the municipalities caused major cash flow issues for them. A solution came up after communicating the issue to the Department of Labor, they suggested that if the mayors of those communities would consent that we contract with the Youth Services Bureaus, we can take the municipalities out of the middle. Meanwhile, when the Director of Danbury Youth Services got terminated in early November 2022, out of precaution C. Awwad sent a de-obligation letter to Danbury Youth Services and the city of Danbury canceling the contract. After the interim Director Julie Schmitter took over, she proposed that we contract directly with them, as they still wanted to serve some youth in the year-round program. NRWIB agreed to restore \$23,362.45 of the remaining funds.

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

4- Approval of extensions of CT WHISP IWT-22-006 and CT WHISP IWT- 22-005 contracts with Parker Medical, Inc., for One Workforce H-1B Incumbent Worker Training through 03/31/23.

We are only extending the dates to complete the programming.

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

5- Approval of an employment contract for James Amis. 01/01/23 thru 12/31/23

C. Awwad informed us that Mr. Jim Amis will be stepping back on January 1st, 2023, to a part-time role, the personnel committee did meet yesterday and approved this practice of using an employment contract, that is being adopted nationwide. A new job description has been made for this position. The transition to access the Ticket to Work Social Security portal will take up to 6 months for the paperwork to be completed for the new



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replacement (most likely Patrick Donnelly). This is a one-year contract for Jim, and he will be working remotely and coming to the office on an as-needed basis.

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

6- Ratification of the Career Connect contract

Because we have gotten the contract the week before thanksgiving, C Awwad wanted to ratify that the funding remains the same and we anticipate a fully executed contract before the end of the year.

7- Other Business

- Cathy Awwad will be joining the ‘Offshore wind’ conversation under the GREEN jobs.
- Ana Gonsalves will give a presentation update on our regional sector partnerships during the next full board meeting
- DOL informed NRWIB that an additional \$400k contract for more Youth Employment opportunities and we are exploring ideas on how to utilize that.
- NRWIB will be exploring a partnership with the ‘Justice Ed Center’ as well as ‘The Center for Financial Training’ to restart our future banker program.
- NRWIB is exploring a partnership with UConn for a national application called ExLENT that supports inclusive experiential learning opportunities that provide cohorts of diverse learners with the skills needed to succeed in emerging technology fields, for a million dollars opportunity over three years.
- M. Hayden added that C Awwad, the mayor of the city of Waterbury and Chief of Police Spagnolo, will be going to DC in January 2023, to present and talk about



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the youth health and wellness fair they have been planning and organizing along with a very eager sub-committee that meets on a regular basis. The fair will help Youth explore supportive resources and raise awareness on health, wellness, finance, nutrition, etc.

8- Adjournment

A motion to adjourn was made by W. Pizzuto and seconded by P. Smithwick at 8:11 am. Motion approved.