



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

**North Regional Workforce Investment Board
Board of Directors Meeting Minutes
Thursday, March 13, 2025, at 12:00 PM
In Person:
249 Thomaston Ave Waterbury CT, 06702
Lunch will be provided.**

In attendance: P. Prunty, J. Wrinn, M. Rooke, E. Hawthorne, A. Cantu, C. Rafael, J. Vrabely, G. Lacapra Jr., J. Ryan, D. Michaud, P. Pernerewski, T. Shafer, M. Caffè, S. Edwards, G. Pisani, P. Prunty, C. Dorso (rep), D. McInerney, C. Awwad, G. Fonseca, N. Rosenblatt, S. Winter, P. Collins, C. Cwilka, J. Dunn.

Meeting Commenced: 12:08 PM

1. Approval of Minutes from December 12, 2024.

Change: Meeting commenced time from 8:01 AM to 12:01 PM. Remove Ed Hawthorne from attendance.

Motion to Approve/Second: J. Vrabely/M. Rooke

E. Hawthorne Abstains.

2. NRWIB Committee Reports and Updates:

- Committees
 - i. Personnel
 - ii. Youth
 - iii. Finance
 - iv. One Stop
 - v. Disability
- DOL- Michelle Caffè
- One-Stop Center Director Update- Pam Collins
- President & CEO Update- Cathy Awwad

3. Youth Program Presentation:

- Dr. Jalil Shabazz, Manager of Youth Programs
- Jonathan Thompson, Manager of Disability Services

4. Distribute and collect executed Conflict-of-Interest statements from board members.

5. Approval of Northwest Regional Workforce Investment Board 990.

Motion to approve/Second: J. Vrabely/ M. Rooke

6. Approval of Lease Agreement with EdAdvance for satellite office space in Torrington.

Motion to approve/Second: G. Pisani/J. Vrabely



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7. Approval of Adult Education Remediation Program Benchmark Payment Policy revision.

Motion to approve/Second: G. Pisani/ J. Vrably

8. Approval of One-Stop Committee recommendation to enter contract negotiations for Career Services and JFES Case Management with Career Resources, Inc.

Motion to approve/Second: M. Rooke/P. Pernerewski

9. Approval of Youth Committee recommendation to enter into contract negotiations with qualified vendors for WIOA Out of School Youth programming.

Motion to approve/Second: J. Vrably/G. Pisani

M. Rooke abstains.

10. Approval of contract extensions with CT Department of Labor:

- ODEP Employment Transition Model through 3/31/26
- Apprenticeship CT Initiative through 12/31/25
- Layoff Aversion through 12/31/25

Motion to approve/Second: G. Pisani/ M. Rooke

J. Vrably abstains.

11. Approval of Adult-Education Remediation Agreement extensions/modifications with through 12/31/25:

- AER-23-001 – WERACE
- AER-23-002 – New Milford Adult Education
- AER-23-003 – Naugatuck Adult Education
- AER-23-004 – Waterbury Adult Education
- AER-23-005 – EdAdvance

Motion to approve/ Second: G. Pisani/ M. Rooke

12. Approval of personal service contract extension with NIMS PSC 24-011 through 06/30/25.

Motion to approve/Second: J. Vrably/ G. Pisani

G. LaCapra Jr. abstains.

13. Approval of contract JF-24-003 with Industrial Management & Training Institute for construction training in the amount of \$90,451.00.

Motion to approve/Second: M. Rooke/J. Ryan

E. Hawthorne abstains.

14. Approval of CYEP budget modifications:

- PAL CYEP 24-003- increase of \$30,000.00 from \$399,904.46 to \$429,904.46.
- Town of Wolcott CYEP 24-004 decrease \$12,516. 93 from \$53,023.65 to \$40,506.72.



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Motion to approve/ Second: G. Pisani/ M. Rooke

15. Approval of Career Resources, Inc. Budget modifications:

- WIOA WJ-24-001-1 modification: budget decrease of \$107,162.56 from \$1,407,722.56 to \$1,300,560.00
- JFES WJ-24-001-2 modification: budget decrease of \$63,475.99 from \$1,501,980.99 to \$1,438,505.00

Motion to approve/Second: Vrabely/ M. Rooke

16. Approval of ACI 2.0-24-002 in the amount of \$29,580.00 for Pre-Apprenticeship Training.

Motion to approve/Second: M. Rooke/ J. Vrabely

17. Approval of Fiscal Policy Updates.

Motion to approve/Second: J. Vrabely/ G. Pisani

18. Financial Report.

19. Other Business.

20. Adjournment.

Meeting Adjourned: 12:45 PM