



## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, April 3<sup>rd</sup>, 2024, at 8:00 AM

**Attendees:** J. Vrabely(Chair), B. Dupont, J. Ryan, J Wrinn, Chief Spagnolo, G. Lacapra.  
**Staff:** G. Fonseca, N. Lombardi.

**The meeting started at 8:0 am.**

### **1. Approval of Executive Committee Meeting Minutes from 02/07/2024**

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

### **2. Approval of contract with Industrial Management & Training Institute for DEEP Training for an amount up to \$30,520.00.**

COO G. Fonseca explained that this contract is under CareerCT, it comprises of a 3-week training which will start April 15<sup>th</sup>, 20 people are estimated to enroll.

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

### **3. Approval of extension of CT DOL ACI 2.0 contract extension through 06/30/2025.**

G. Fonseca said that this extension was at no cost to keep the program going and expand the training period.

A motion to approve was made by Chief Spagnolo and seconded by J. Ryann. Motion approved.

### **4. Approval of MOU with the Department of Social Services from 01/01/2024 through 06/30/2025.**

A motion to approve was made by Chief Spagnolo and seconded by J. Ryann. Motion approved.

### **5. Approval of contract modification and extension with Southwest Mold, Inc. Aptyx thru 11/15/2024, with additional funding of \$22,900.00 for a total of \$111,294.00.**

G. Fonseca mentioned that this modification will help increase the number of participants to 67.

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

approved.

**6. Approval of contract with CT DOL for youth funding provided by CSSD in the amount of \$67,032.00.**

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

**7. Request for authorization to exercise the 5-year renewal option for the lease of 249 Thomaston Ave.**

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

**8. Approval of contract modification with Industrial Heater Corporation, period extended to 09/30/2024.**

The COO confirmed that this modification allows for an extended period of performance to 9/30/2024 cost for the sheet metal CAD dimensions course has also been corrected.

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

**9. Financial Updates.**

G. Fonseca commented that reports have been filed on time and all the accounts have been reconciled.

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

**10. Other Business.**

COO announced that Cathy Awwad will be traveling to Texas for the US Conference of Mayors Meeting. She also stated that there are so many events and job fairs in the near future.

**11. Adjournment.**

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

The meeting ended at 8:15 am.