



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday August 6, 2025, at 8:00 AM

Zoom link:

<https://us06web.zoom.us/j/89004767785?pwd=v0mBX5tY4lle7I19lv8LLhprgiWP9a.1>

Meeting ID: 890 0476 7785Su

Passcode: 763007

In attendance: G. LaCapra, Jr. (chair), W. Pizzuto, D. Michaud, J. Vrabely, J. Wrinn, R. Richard, F. Spagnolo

Also in attendance: C. Awwad, S. Mertz, G. Fonseca

Meeting called to order at 8:01 AM

To be added: 2 c and d

Approval of Rapid Response Layoff Aversion contracts:

- c) AiTek Instruments, duration 8/6/25 through 12/31/25, for provision of hand-soldering incumbent worker training in the amount of \$10,000
A motion to add item 2 c. was made by W. Pizzuto and seconded by J. Vrabely. Motion approved.
- d) Bethel Health Care Center, duration 8/6/25 through 12/31/25, for provision of English-as-a-Second Language incumbent worker training in the amount of \$10,000
A motion to add item 2 d. was made by W. Pizzuto and seconded by F. Spagnolo. Motion approved.

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1. Approval of Minutes of May 7, 2025, Executive Committee Meeting.

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

2. Approval of the following one-on-one tutoring contracts with Adult Education providers (JFES & WIOA funded):

- a) EdAdvance- \$15,000
- b) Naugatuck Adult Education- \$33,302.65

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- c) AiTek Instruments, duration 8/6/25 through 12/31/25, for provision of hand-soldering incumbent worker training in the amount of \$10,000
- d) Bethel Health Care Center, duration 8/6/25 through 12/31/25, for provision of English-as-a-Second Language incumbent worker training in the amount of \$10,000

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

3. Approval of CYEP & DCF Summer Youth contracts with CT Dept. of Labor for PY-25:

- a) DCF- \$109,013
- b) *CYEP- \$1,712,952 (\$551,382 higher than anticipated)

4. Approval of DCF Summer Youth subcontracts:

- a) Police Activity League in the amount of \$30,000 for duration of 7/1/25 through 6/30/26

A motion to approve was made by W. Pizzuto and seconded by R. Richard. F. Spagnolo abstained from voting. Motion approved.

- b) Danbury Youth Services in the amount of \$30,000 for duration of 7/1/25 through 6/30/26
- c) Naugatuck Youth Services in the amount of \$20,000 for duration of 7/1/25 through 6/30/26

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

5. Approval of the following contracts with CT Dept. of Labor for WIOA and JFES funding for PY-25.

- a) *WIOA Adult- \$1,138,178 (Increase of \$2,938 above initial projections)
- b) *WIOA Dislocated Worker- \$1,077,757 (increase of \$234,836 above initial projections)
- c) *WIOA Youth- \$1,156,002 (increase of \$3,534 above initial projections)

This will provide a total WIOA funding in the amount of \$3,371,937.00



- d) *Jobs First Employment Services \$1,482,756 (increase of \$6464 above projections)

A motion to approve was made by W. Pizzuto and seconded by R. Richard. Motion approved.

6. Approval of contract between NRWIB and Justice Education Center for Project Longevity in the amount of \$245,000 for duration of 7/1/25 through 6/30/26.

A motion to approve was made by W. Pizzuto and seconded by R. Richard. F. Spagnolo abstained from voting. Motion approved.

7. Approval of budget modification to Career Resources Inc. PY 25-26 contract with an increase of \$50,927 for a total contract amount of \$1,448,978

A motion to approve was made by F. Spagnolo and seconded by W. Pizzuto. Motion approved.

8. Approval of contract between NRWIB and Transfr VR in the amount of \$15,000 for duration of 10/16/25 through 10/15/26.

A motion to approve was made by W. Pizzuto and seconded by R. Richard. Motion approved.

9. Approval of Career Connect G.R.E.E.N. contract extension with The Workplace through 6/30/26.

A motion to approve was made by W. Pizzuto and seconded by F. Spagnolo. Motion approved.

10. Approval of amendment to Newtown Youth & Family CYEP PY25 contract for an additional \$3,000 to \$47,866.

A motion to approve was made by W. Pizzuto and seconded by F. Spagnolo. Motion approved.

11. Approval of contract amendment with Shane Navratil to adjust the scope of work to prepare 990.

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

12. Approval of updated NRWIB Personnel Policy.

A motion to approve was made by W. Pizzuto and seconded by F. Spagnolo. Motion approved.

13. Financial Report

A motion to approve to receive and place on file made by W. Pizzuto. Motion approved.

14. Other Business



**NORTHWEST REGIONAL
WORKFORCE INVESTMENT BOARD**

FIRST JOB | NEXT JOB | BEST JOB

15. Adjournment.

A motion to adjourn was made by J. Vrabely and seconded by W. Pizzuto. Motion approved at 8:22 AM.

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