



**NORTHWEST REGIONAL
WORKFORCE INVESTMENT BOARD**
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**Northwest Regional Workforce Investment Board
Board of Directors Meeting Minutes
Thursday, March 9th, 2023, at 12:00 PM
In Person at NRWIB
249 Thomaston Ave, Waterbury CT**

***In attendance:** Mike Palmierie, Joe Wrinn, Mike Rooke, Evan Berns, Lindy Gold, Joseph Vrabely, Anthony Canu, Beth Dupont, Cindy Rafael, Derroll Barrett, William Pizzuto, JoAnn Ryan, Renee Venturino, Stephen Romano, William Rybczyk, Sabrina Mancini, Shawna Edwards.*

***Also in attendance:** Ryan Bassett (on behalf of F. Spagnolo), Heather Pelletier, Eddie Cajigar, Jessica Reho, Stephen Barbieri, Michelle Caffè, Susan Domanico, Denise Collins.*

***Staff in attendance:** Susan Mertz, Cathy Awwad, Genny Fonseca, Ana Goncalvez, Pam Larosa, Pam Collins, Nina Lombardi, Denise Babcock.*

The meeting commenced at 12:00 pm

1- Approval of Minutes from Dec 7th, 2022, Board of Directors' meeting.

A motion to approve was made by L. Gold and seconded by M. Palmerie. Motion approved.

2- NRWIB Committee Reports and Updates:

a) Committees

- | | |
|-------------|----------------------|
| • Personnel | Giuseppe Pisani |
| • Youth | Fernando C. Spagnolo |
| • Finance | Dr. William Pizzuto |



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No updates to report.

- Disability JoAnn Ryan

No updates to report.

One Stop Joseph Wrinn

No updates to report.

b) DOL Update *Stephen Romano*

S. Romano reported more openings for employment services and the new recruitment of a business specialist position at the AJC.

c) Career Resources Inc. Update *Denise Babcock*

D. Babcock reported on job fair outcomes and information sessions, then updated the Board on staff changes, including new hires.

d) President & CEO Update *Cathy Awwad*

C. Awwad updated the Board on new and active Requests for Proposals (RFPs) and gave an update on the Regional Sector Partnerships (RSPs).

C. Awwad also advised the Board about the Youth Health and Wellness Fair that is organized to take place on April 12th at the Waterbury Police Activity League (PAL).

Ms. Awwad also spoke on the improved performance of Career Resources Inc., as shown in the distributed report.

C. Awwad remarked that the CareerConneCT platform remains a work in progress, which will allow co-enrollment of participants from different funded programs.

Ms. Awwad also reported that the NRWIB was awarded the Connecticut Project Longevity Care Coordination Program that assists gang members affected by gun violence in the Greater Waterbury Area.

A motion to approve was made by W. Pizzuto and seconded by L. Gold. Motion approved.

3- Approval of subcontracts for ARPA Youth Employment Services: 03/15/2022 through 06/30/2024 in the amount of \$26,000.00 for the following:

- 1. Town of Wolcott**
- 2. Town of New Milford**
- 3. Town of Newtown**
- 4. Danbury Youth Services**



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- 5. Naugatuck Youth Services, Borough of Naugatuck**
- 6. Boys & Girls Club of Greater Waterbury**
- 7. Greater Waterbury YMCA**
- 8. Police Activity League of Waterbury**
- 9. New Opportunities (Torrington & Waterbury) for \$46,000.00**

A motion to approve was made by J. Wrinn and seconded by W. Pizzuto. R. Bassett (on behalf of F. Spagnolo) and B. Rybczyk abstained from vote. Motion approved.

4- Approval of Policies for Community Projects Grant:

- a) Supportive Services**
- b) ITA Policy**

After securing more funding of \$650,000.00 over a 2-year period, a second set of policies had to be made to reflect the changes in guidelines and to fulfill accurate financial reporting.

A motion to approve was made by L. Gold and seconded by W. Pizzuto. Motion approved.

4- Approval of Amendment to Naugatuck Valley Community College WIOA Out of School Youth Contract for additional work experience funds in the amount of \$25,000.00 from \$284,336.00 to \$309,236.00

C. Awwad explained that this additional funding is to help students from the out-of-school program to remain in those workplace-based experiences through the end of the academic year.

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

6- Approval of contract with MASC for CYEP After School Programs in the amount of \$9,608.00

C. Awwad explained that this funding is to support the out-of-school program, which currently has 9 students enrolled, towards gaining more opportunities for employment in the summer.



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A motion to approve was made by L. Gold and seconded by M. Rooke. Motion approved.

7- Approval of contract with IMTI for basic plumbing, HVAC, electrical training program in the amount of \$39,738.00

C.Awwad confirmed that this funding will support multiple individuals enrolled in core construction training to help expose them to multiple disciplines in different trades.

A motion to approve was made by L. Gold and seconded by M. Rooke. Motion approved.

8- Financial Report

CFO S. Mertz reported that the balance sheet accounts have been reconciled, expenses have been reviewed, and grant reports were submitted in a timely manner. S. Mertz also reported that the indirect cost rate package was submitted in December 2022, and reviewed by US DOL Cost Determination in January 2023. The final approved Negotiated Indirect Cost rate increased from 5.83% to 6.96% for the year 7/1/21-6/30/22. S. Mertz also mentioned that the state will begin fiscal monitoring in April 2023.

A motion to receive and place on file was made by L. Gold and seconded by W. Pizzuto. Motion approved.

9- Other Business

None reported.

10- Adjournment

A motion to adjourn was made by W. Pizzuto and seconded by E. Berns at 1:00 PM. Motion approved.