



MINUTES
EWIB BOARD OF DIRECTORS MEETING
TUESDAY, JANUARY 24, 2017
8:00 A.M.

Members Present: Tom Burns; Ray Coombs, Jr.; Karen Eichstaedt; Susan Hibbard; Thayne Hutchins, Jr.; Howard Jenkins; Cynthia Lamb; Armelde Pitre; Jason Vlaun, Donna Weisenberger; Deb Monahan; Lisa Arends; Marion Lynch, & Jim Butler.

Staff Present: John Beauregard, Mark Hill, Virginia Sampietro, Carol LaBelle, Guy Saporito, & Sheila Taurianen.

Others Present: Andrea Messenger, Cyndi Wells, Gumwatty Garcia, Suzanne Cimochoowski, Jody Lefkowitz, Nancy Cowser, Carol Williams, & Gene Harper.

Call to Order

Chairman Hibbard called the meeting to order at 8:05 a.m. The Chair recognized two (2) former EWIB Board members in the audience, both of whom continue to play an integral role with the Board: Gene Harper (*Eastern CT Manufacturing Pipeline Initiative*), and Carol Williams (*Jeffrey P. Ossen Family Foundation*).

PUBLIC COMMENT

None

ACCEPTANCE OF PREVIOUS MINUTES

A **MOTION** was made to accept the minutes of the November 22, 2016 EWIB Board of Directors meeting, as presented (*LAMB/JENKINS*). **ACTION:** Unanimously approved.

CORRESPONDENCE

The following items were reviewed:

1. **CT Legislative Presentation** – Correspondence from the CT Technical High School system thanking EWIB President, John Beauregard & EWIB Board member, Howard Jenkins, for co-presenting the Eastern CT Manufacturing Pipeline.
2. **EB Apprenticeship Program Press Conference** – Mr. Beauregard participated in the Dec. 12th press conference announcing the company's revival of its apprenticeship program.
3. **Norwich Hospital Site Announcement** – Mr. Beauregard extended congratulations to EWIB Board member, Thayne Hutchins, on the recent announcement of the Mohegan Tribal Gaming Authority's redevelopment plans for the former Norwich Hospital Site. Mr. Beauregard introduced Nancy Cowser as the new Executive Director of SeCTer.

CETC REPORT

Deb Monahan reported that she attended the Service Design & Delivery Committee meeting on November 30th where they focused on finding ways to deal with the economic challenges in the State. The Committee is touring all of the American Job Centers (AJCs) throughout the state to see how services are being delivered.

CHAIRMAN/PRESIDENTS REPORT

Mr. Beauregard & Mr. Saporito provided a presentation that discussed:

- **Strategy** – Mr. Beauregard reviewed funding trends, both past (2012-2016) & anticipated (2017-2022). EWIB staff will be pursuing potential funding opportunities in philanthropic & private sector, as well as state & federal grants when available.
- **Independent Audit** – Mr. Saporito reported that the Audit Sub-Committee & Executive Committee both reviewed & recommended approval of the 6/30/16 Independent Auditor's Report to the full board, which revealed no findings, or material weakness. A review of the financial statements covered the Board's 26 funding streams (over \$20M in revenue responsibility) and the 8.34M in recognized revenue resulted in another year of sequential growth (an all-time high in a non-ARRA environment). A detailed review of the distribution of grant support for the past 4 fiscal years was given, illustrating the increase in federal and private support, and the decline in state funded programs.
- **Path Forward** – Mr. Saporito stated that two (2) EWIB committees reviewed and approved the release of the 2017 RFP's. He also presented the major changes that the U.S. Office of Management and Budget (OMB) made to the procurement policies in the Uniform Guidance. A detailed review and revision of the Board's policies was undertaken upon recommendation of both independent counsel and CPA to conform to the limits stated in the Uniform Guidance.
- **AJC Update** – EASTCONN and EWIB have agreed to the cost allocation for the Willimantic satellite AJC and an MOU has been executed. The Southern AJC consolidation process continues to progress with CTDOL and the prospective site.
- **Jeffrey P. Ossen Family Foundation Update** – Mr. Beauregard discussed the significant impact of the investments from the Foundation to the Manufacturing Pipeline program. To-date (Nov-Dec 2016), the Greater Windham (10 towns) program has: served 14 individuals: 4 are scheduled for training, 5 are currently in training, and 5 have completed training (3 training graduates are already employed).

COMMITTEE REPORTS

- **Executive Committee** – Chairman Hibbard reported that the group met on Jan. 12, 2017 where they: 1) reviewed & accepted the 2015/2016 Independent Audit Report & recommended small purchase threshold limits; 2) approved moving to a One-Stop Operator model specified in the new law; and, 3) beginning 4-year procurement model. The Committee also received legislative & facilities updates. A **MOTION** was made to accept the Executive Committee Report, including the 2015/2016 Independent Audit Report & Small Purchase Threshold Limits, as presented (BUTLER/VLAUN). **ACTION:** Unanimously approved.
- **Nominating Committee** – Mr. Burns reported that Lynne Iverson resigned after accepting a position in another part of the state, whereby leaving a vacancy in the Vice-Chair position. The Nominating Committee is recommending Jason Vlaun (L+M Medical Group) to be Vice Chair. A **MOTION** was made to approve the Nominating Committee's Report, appointing Jason Vlaun as Vice-Chair, as presented (Monahan/Jenkins). **ACTION:** Approved, with Vlaun abstaining.
- **Performance Accountability, & Planning Committee**
 - **Ad-Hoc Procurement Committee Report** – PAP Committee Chairman, Karen Eichstaedt, reported that the group met on Jan. 9, 2017 where they were updated on EWIB programs including STEP UP, WIF, & OJT grants; the upcoming Procurement & its process (moving from a 3-year to 4-year model); and, discussed the staff's recommendation to procure a One-Stop "Operator" to coordinate service providers across the One-Stop system. A **MOTION** was made to approve the procurement process, as presented (PITRE /LAMB). **ACTION:** Approved with Monahan abstaining.

- **Manufacturing Pipeline Sub-Committee Report** – In Committee Chairman Murphy's absence, Mr. Beauregard noted that a verbal report of the meeting was previously provided by the Chairman at the last Board meeting in November. He also discussed the significant economic development potential of the ~2,600+ enrollees in the EWIB Manufacturing Pipeline portal as available talent for regional employers. Mr. Beauregard stated that he toured the Westerly Employment Center in RI late last year to observe their approach. Rhode Island's approach is one of post-employment training, while CT's is pre-employment training. A **MOTION** was made to accept the Nov. 18, 2016 Manufacturing Pipeline Sub-Committee Report, as presented (**BURNS/VLAUN**). **ACTION:** Unanimously approved.
- **Healthcare Pipeline Sub-Committee Report** – Committee Chairman Vlaun reported that the group met on Dec. 8, 2016 where they were updated on the Health Career Advancement Project (*H-CAP*) now beginning Year 2 (*enrolled 110 participants statewide as of 12/16*); reviewed an outline of an Advanced CNA course curriculum being developed by the CT State Colleges & Universities system office, based on feedback from employers (*expected to launch in early 2017 in New Haven*); heard about apprenticeship opportunities in Healthcare from CTDOL Office of Apprenticeship; and discussed Healthcare industry trends, including sites of care & a 5-year forecast for each care setting. The Committee agreed to a goal of adding one representative for each of the different Healthcare settings. A **MOTION** was made to accept the Dec. 8, 2016 Healthcare Pipeline Sub-Committee Report, as presented (**JENKINS/ MONAHAN**). **ACTION:** Unanimously approved.
- **Youth Committee**
No report.

OLD BUSINESS

None.

NEW BUSINESS

- **EWIB RESOLUTION EWIB-17-01** – A **MOTION** was made to accept EWIB Board Resolution, EWIB-17-01, to authorize the Board Chair to execute the Disability Employment Initiative (*DEI*) contract with CTDOL in the amount of ~\$345,475, as presented (**BURNS/LAMB**). **ACTION:** Unanimously approved.
- **BOARD MEMBER RETIREMENT** – Chairman Hibbard informed the group that Karen Eichstaedt will be retiring at the end of the month & she expressed appreciation to Ms. Eichstaedt for her years serving in various leadership positions on the Board such as: Merger Committee Chair; PAP Committee Chair; and both Northeast and Eastern WIB Chair.

ADJOURNMENT

A **MOTION** was made to adjourn the meeting (**EICHSTAEDT/LAMB**). **ACTION:** Unanimously approved.

The meeting adjourned at 9:25 a.m.

Meeting minutes respectfully submitted for Eastern CT Workforce Investment Board Secretary James S. Butler, by Executive Assistant, Sheila R. Taurianen.