



MINUTES
EWIB BOARD OF DIRECTORS MEETING
TUESDAY, JANUARY 23, 2018
8:00 A.M.

- Members Present:** Susan Hibbard; Thayne Hutchins, Jr.; Howard Jenkins; Chris Jewell; Darlene Serra; Jeff Beadle; Kelli Vallieres; Marcy Reed; Carlee Drummer; John Murphy; Lindy Lee Gold; *Jessica Corneau*; & Jim Butler.
- Staff Present:** John Beauregard, Mark Hill, Virginia Sampietro, Carol LaBelle, Guy Saporito, & Sheila Taurianen.
- Others Present:** Chris Lippke, Cyndi Wells, Katrina Arnott, Eddie Cajigas, Pat Dixe, Nancy Cowser, Denise Collins, Jody Lefkowitz, Cathy Osten, Holly Cheeseman, & Carol Williams.
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Call to Order

Chairman Hibbard called the meeting to order at 8:08 a.m. and welcomed Sen. Cathy Osten (CT 19th Dist.), Rep. Holly Cheeseman (CT 37th Dist.), and First Selectman Chris Lippke (Canterbury).

PUBLIC COMMENT

None.

ACCEPTANCE OF PREVIOUS MINUTES

A **MOTION** was made to accept the minutes of the November 21, 2017 EWIB Board of Directors meeting, as presented (*BUTLER/JENKINS*). **ACTION:** Approved, with Gold abstaining.

CORRESPONDENCE

The following items were reviewed:

1. Mr. Beauregard informed the Board that the federal funding for the Workforce Innovation Fund (WIF) grant will exhaust in a few months, a by-product of the large demand in the program by both employers and jobseekers, and the near-term schedules established.
2. *The Day* article, "Local leaders hope laid-off Pfizer employees will stay in area ~ Pharmaceutical giant anticipates 300 positions cut evenly among sites in Connecticut and Massachusetts," dated Jan. 13, 2018. The front-page article quotes EWIB Chief Operating Officer Mark Hill providing EWIB's position on the regional impact of Pfizer job layoffs.
3. Excerpt from U.S. Sen. Chris Murphy (CT) press release on Jan. 11, 2018, which included, the Senator's raising the Eastern CT Manufacturing Pipeline Initiative (MPI) issue on the Senate floor.
4. EWIB & EB letters of support for the Norwich Working Cities Challenge Grant application. If approved, the funding would be a next step in the expansion of the Pipeline, by tapping into workforce bound youth from Norwich Free Academy (NFA). A decision is expected soon.
5. Article in the manufacturing trade journal *MoldMaking Technology*, *Moldmakers Choose Different Pathways*, dated Dec. 2017. The article covers Board Member Ray Coombs' company, Westminster Tool, as well as EWIB's regional approach for the Manufacturing Pipeline Initiative (MPI).

6. E-Mail from CTDOL re: “*New JFES Contract Modification for Remainder of Funds*,” dated: Dec 6, 2017 forwarding the contract modification for the remainder of the fiscal year, which resulted in a net loss of \$101,297 for the Eastern region.
7. A joint letter forwarding CTDOL Office of Apprenticeship Training (CTDOL OAT) “*Certificate of Completion*,” dated Dec 28, 2017. The letters (from EWIB & CTDOL OAT) were sent to MPI graduates informing them that the program has been recognized, “as a quality pre-apprenticeship program.” To-date, the letter has been sent to ~300 successful MPI training graduates.
8. The 2018 EWIB-Pitre STEM Leadership Scholarship was released on Jan. 12, 2018. Applications are due no later than April 6th at 4:30 p.m.

CETC REPORT

None.

CHAIRMAN/PRESIDENT’S REPORT

Mr. Beauregard informed the group that the Executive Committee Report would be included in his report.

- **Financial Year In Review** – Mr. Saporito, EWIB Chief Financial & Administrative Officer (CFAO) provided an overview of the Independent Audit Report for the fiscal year ending June 30, 2017, which was accepted by both the Audit Sub-Committee and the Executive Committee. He reported that the auditor Doherty, Beals, & Banks had no findings or material weaknesses, & expressed overall satisfaction with the organization’s records. For the 5th consecutive year, EWIB’s recognized revenue grew, reaching an all-time high of \$9,847,585.

Facilities Update – The American Job Center (AJC) reorganization is expected to complete its next step in April. Due to the tremendous effort from partners, after the reorganization, our region will have one Comprehensive AJC (contains CTDOL staff) located in Montville (Route 32), which can provide unemployment assistance five days/week, complemented by “satellite” Centers in Danielson (Westcott Road) and Willimantic (Tyler Square) in which CTDOL will have a presence two days/week and will be staff entirely with partner staff.

Programming Update from the Field – CTDOL’s Call Center recently closed, so Unemployment Insurance filers must now utilize CTDOL’s website for help. Unbeknownst to EWIB, CTDOL’s website had been routing users to EWIB’s website, resulting in high volumes of calls and in-person visits to EWIB to seek assistance with UI issues. In an effort to mitigate this, a temporary icon has been added on EWIB’s homepage that leads visitors to guidance as to where, when, & how to obtain assistance with their UI issues (since only CTDOL is allowed to administer this program).

Manufacturing Pipeline Update – Mr. Beauregard shared the MPI logo that is in the process of being service marked. An agreement has been reached & expansion has begun to bring the Pipeline into the New Haven region.

MPI Schedule – Mark Hill, EWIB Chief Operating Officer (COO), reviewed the Pipeline’s training schedule, noting that 29 classes have completed, with 11 more on-going and/or scheduled (incl. those funded via State of CT funding). The employer demand-driven program has ramped-up from two (2) classes/qtr. up to nine (9) classes/qtr. due to employer demand in the cohorts. He noted that the federal grant’s (Workforce Innovation Fund) funding will soon be exhausted but through the support of Sen. Osten & others, additional state money has been secured, allowing the next group of classes to be scheduled. He noted the grant’s commitments vs. actuals to-date:

	Commitment	Actual
# Trained	450	550
Job Placements	400	800+

Funding Outlook – Thanks to the work of Sen. Osten, Sen. Formica, & the CT Legislative Appropriations Committee, \$500K was included in the state budget for the remainder of this fiscal year, and \$1M for the next fiscal year for the Pipeline program. Chris Jewell (Collins & Jewell) and Howard Jenkins (EB) both stated the positive experiences their respective companies have had with the program and its graduates. Sen. Osten noted that she is in talks with the Office of Policy &

Management and DECD as well as her colleagues in the CT Legislature to support this program going forward. Mr. Beauregard noted that if additional revenue is not raised, some of the planned training classes will need to be reduced.

COMMITTEE REPORTS

▪ Executive Committee Report

Chairman Hibbard reported that the majority of the Jan. 16, 2018 Executive Committee meeting was covered during the Chairman/President's Report. She noted that Mr. Beauregard has been invited by the Workforce Innovation Fund (WIF) Evaluator to present at the National Association of Workforce Board's annual conference in Washington, DC in March. Because the conference occurs during the Board's March meeting, the Committee unanimously voted to cancel the March Board meeting.

A **MOTION** was made to accept the Executive Committee Report, including the Independent Auditor's Report, as presented (*GOLD/JENKINS*). **ACTION:** Unanimously approved.

▪ Nominating Committee Report

Committee Chairman Jenkins gave the Nominating Committee Report, which put forth the following slate of Officers:

CHAIRMAN:	Christopher Jewell
VICE-CHAIR:	Thayne Hutchins, Jr.
SECRETARY:	Jim Butler
TREASURER:	John Murphy

A **MOTION** was made to approve the 2018 EWIB Slate of Officers, as presented (*GOLD/VALLIERES*). **ACTION:** Unanimously Approved.

Mr. Beauregard thanked outgoing Chairman Hibbard for the guidance, vision, & leadership she provided during her tenure as EWIB Chairman.

In-coming Chairman Jewell continued the meeting.

▪ Youth Committee Report

Carol LaBelle, EWIB Sr. Director of Programs & Special Projects, informed the group that this year's EWIB-Pitre STEM Leadership Scholarship was released on January 12th, with applications due by 4:30 p.m., April 6th.

Members of the Committee, EWIB staff, & regional high school representatives participated in an informational meeting Electric Boat held on Jan. 18th on the restart of its Summer Internship program. The company is anticipating ~26 youth participating in this year's program who will work full-time for 6-weeks at entry-level wages.

OLD BUSINESS

None.

NEW BUSINESS

- Board Resolutions EWIB-18-01 thru EWIB-18-03 – A **MOTION** was made to approve EWIB Board Resolutions EWIB-18-01 thru EWIB-18-03, inclusive, as presented (*GOLD/MURPHY*). **ACTION:** Unanimously approved.

ADJOURNMENT

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

The meeting was adjourned at 9:14 a.m.

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