



MINUTES EWIB BOARD OF DIRECTORS MEETING

TUESDAY, MAY 22, 2018

8:00 A.M.

Members Present: Susan Hibbard; Thayne Hutchins, Jr.; *Gene Harper (Alt)*; Chris Jewell; Darlene Serra; Deb Monahan; Mel Olsson; Kelli Vallieres; Marcy Reed; Carlee Drummer; Lisa Arends; Jessica Corneau; & Jim Butler.

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

Others Present: CT Rep. Holly Cheeseman, Chris Lippke, Andrea Messenger, Denise Collins, Bibi Amin, Cyndi Wells, Gumwatty Garcia, Lyn Lawrence, Pat Dixe, Carol Williams, Nancy Cowser, Suzanne Cimochofski, Kerry Carter, Jody Lefkowitz, & Pam Faley.

Call to Order

Chairman Jewell called the meeting to order at 8:05 am & welcomed Jessica Corneau (*BRS*) back to the Board (*replacing Marion Lynch*) as the CT Dept. of Rehabilitation Services' rep. He also welcomed Rep. Holly Cheeseman (*CT 37th Dist.*) & First Selectman Chris Lippke (*Canterbury*) to the meeting.

PUBLIC COMMENT

None.

ACCEPTANCE OF PREVIOUS MINUTES

A **MOTION** was made to accept the minutes of the January 23, 2018 EWIB Board of Directors meeting, as presented (*BUTLER/MONAHAN*). **ACTION:** Unanimously approved.

CORRESPONDENCE

The following items were reviewed:

1. **NATIONAL TRADE PUBLICATION ARTICLE** – The Eastern CT Manufacturing Pipeline Initiative (*MPI*) was the lead article in the *Employment & Training Reporter* of the May 21, 2018 edition. This publication gets picked up by the Washington staffers.
2. **FOUNDATION GRANTS** – Mr. Beauregard thanked the foundations of the Chamber of Commerce of Eastern CT (\$5,000) & Dime Bank (\$3,000) for their donations to this year's Summer Youth Employment Program. Several other grant applications are expected to be announced soon.
3. **GOV. MALLOY'S PRESS CONFERENCE** – EWIB Chairman Chris Jewell, EWIB Board Member & EAMA President Kelli Vallieres, and EWIB President John Beauregard were invited to join Gov. Malloy's announcement of the \$83M grant that the State and DECD are jointly providing EB, ~ \$8M of which is to be spent on third-party workforce development initiatives such as the MPI (*covered later in the agenda*).
4. **WIOA LOCAL PLAN UPDATE** – Public notices ran in the local newspapers (*The Bulletin, The Chronicle, & The Day*) that EWIB's Draft WIOA Local Plan Update was available for comment. Several pertinent comments were received & have been included. During the CEO Council's April 12th meeting, the draft

Plan Update was reviewed. Since the Council won't meet again (6/14/18) until after the submission deadline (6/1/18), the Council authorized the EWIB Board of Directors to submit EWIB's Comprehensive Four-Year Plan Update after the public comment period.

5. **SEN. MURPHY MPI INVITATION** – During a Sub-Committee meeting of the U.S. Senate Appropriations Committee on April 10th, Sen. Murphy invited U.S. Secretary of Labor Acosta to visit the MPI. On April 21st EWIB facilitated the Senator's "A Day in the Life" tour of each stage of the MPI so Sen. Murphy could speak directly with participants & get a first-hand experience of the program when advocating for the Initiative in Washington.
6. **NAWB PRESENTATION** – Mr. Beauregard jointly provided a workshop ("*Fostering Employer-Driven Talent Pipelines: A Facilitating Role For Workforce Development*") at the National Association of Workforce Boards (NAWB) in Washington, DC March 25th – 27th.

CETC REPORT

EWIB Representative, Deb Monahan, reported that next CETC meeting will be held on June 7th.

CHAIRMAN/PRESIDENT'S REPORT

▪ **EWIB Program & Administrative Update Presentation** –

Mr. Beauregard opened with an updated description of the region's talent pipeline entry points, now that the Eastern region's full-service American Job Center (13 regional agency tenants co-located) is nearing completion. Thanks to relationships with partners, our system can be accessed at numerous points throughout the 14,000 sq. mile region.

He continued by providing the Board an in-depth report on Key Performance Indicators. He went on to illustrate how they were connected to the implementation goals set by the Board for the last 12 months. Highlights included: a) surpassing all measures in the Board's \$11M federal grant responsibilities; b) successful pilot launch of a new Youth Pipeline Initiative; c) completed consolidation and relocation of all three (3) American Job Centers; and, d) a clean audit & notes of operating efficiency by federal reviewers.

He concluded by summarizing 2018-2019 goals, which included Pipeline expansion, \$1.5M in Health Profession and other industries Pipeline development, the integration of youth programming into the region's talent development strategy, and continued efficient financial management for the benefit of our region and partner agencies.

▪ **EWIB Strategic Financial Outlook**

- **Cost Allocation Plan** – Mr. Saporito reviewed the "administrative requirements," for EWIB's cost allocation and the Executive Committee's approval of the current plan for FY 2018/19.
- **FY19 Revenue Availability Forecast** – Mr. Saporito provided a review of EWIB's 2018/2019 revenue availability within each of the funding categories. A projected ~\$1.2M decrease in federal funding, due to a 10% reduction in WIOA, and expiring multi-year awards. A projected ~\$650K increase in State funding is expected due to Year 2 of the MPI grant, and the return of the Summer Youth Program in the State budget. Privately sourced funding is projected to increase with the recent announcement of \$8M in MPI funding from Electric Boat. The total revenue availability for 2018/2019 is projected at ~\$17.85M.
- **FY19 Operating Budget** – The Board was presented and reviewed the 2018/2019 Operational Budget of ~\$1.7M, which came in slightly below the previous fiscal year

COMMITTEE REPORTS

▪ **Executive Committee Report**

Chairman Jewell reported that the Committee met on May 9th where they received updates on Facilities, Youth programs, and current legislation. He asked Mr. Beauregard & Mr. Saporito to join him in covering some of the items that were reviewed during the meeting:

- **EWIB Local Plan Update** – Previously covered under "Correspondence."
- **FY18 Budget Modification** – Chairman Jewell reported that the Committee unanimously approved transferring \$49,738 from "Consultants & Prof. Services," into the "Other Salaries" of EWIB's 2017/2018 Operational Budget for utilization of EWIB's non-recurring performance-based recognition payments. He noted that this action maintains the fact that the current fiscal year (17/18) will close under budget. He also noted that EWIB's FY19 operational budget is lower than FY18.

- **Board Resolutions EWIB-18-04 thru EWIB-18-06 and EWIB-18-08 thru EWIB-18-13** – Mr. Beauregard shared that the group reviewed several Board Resolutions, including EWIB-18-12: authorizing the submission of E/CT’s comprehensive 4-year WIOA Plan Update in partnership with EWIB’s CEO Council; and EWIB-18-13: authorizing the application submission for One-Stop Certification for the Danielson & Willimantic American Job Centers. A **MOTION** was made to approve EWIB Board Resolutions EWIB-18-04 thru EWIB-18-06 and EWIB-18-08 thru EWIB-18-13, inclusive, as presented (**GOLD/MURPHY**). **ACTION:** Unanimously approved.

A **MOTION** was made to accept the Executive Committee Report, as presented (**MONAHAN/HARPER**). **ACTION:** Unanimously approved.

- **Performance, Accountability, & Planning Committee**

- **Manufacturing Pipeline Sub-Committee Report** – In Committee Chairman Murphy’s absence, Chief Operating Officer Mark Hill provided the report, announcing that the Manufacturing Pipeline Initiative (*MPI*) made its 1,000th placement! The group recently met on May 17th. Public Policy Associates (*PPA*), the federal Workforce Innovation Fund (*WIF*) grant’s third party independent evaluator, attended the meeting & provided a favorable review . . . “*the MPI is an excellent example of a demand-driven process.*” The grant’s final report will be issued next year. The program continues to surpass all key metrics. With the WIF grant coming to an end soon, funding to continue the highly successful program was secured through the State of CT and help from local legislators described at previous meetings (*FY18 \$500K; FY19 \$1M*), DECD (*\$8M grant to EB specifically for third party workforce development efforts (MPI)*). It was noted that the CT Legislature’s budget which contains Pipeline-like expansion funding (*\$50M*) in a bond authorization bill for various CT geographies & industries.

Following this meeting, another meeting was held to discuss embedding MPI into the new Grasso Tech., which is supported by EWIB, the CT State College & Universities, CT Technical High School System, Three Rivers Community College, Grasso Tech., & Electric Boat. More to come.

A **MOTION** was made to accept the Manufacturing Pipeline Sub-Committee report, as presented (**HIBBARD/ARENDS**). **ACTION:** Unanimously approved.

- **Healthcare Pipeline Sub-Committee Report** – Virginia Sampietro reported that the group met on May 9th where they welcomed Amanda Miller (*Day Kimball Hospital*) to the Sub-Committee. A USDOL National Health Demonstration Training Grant opportunity was discussed, which would be used to upgrade the skills of 8-10 existing behavioral & mental health workers to address the opioid crisis. Applications are due at the end of June. A request from the CT League for Nursing to launch CT’s version of the Health Workforce Sentinel Network to collect real-time data of healthcare needs was reviewed. A **MOTION** was made to approve a \$3,000 donation to the CT League for Nursing to launch a version of the Health Workforce Sentinel Network (**MONAHAN/BUTLER**). **ACTION:** Unanimously approved.

The Year 4 funding application for EWIB’s Health Profession Opportunity Grant (*HPOG*) was submitted to the US Dept. of Health & Human Services. A **MOTION** was made to accept the Healthcare Pipeline Sub-Committee Report, as presented (**ARENDS/CORNEAU**). **ACTION:** Unanimously approved.

- **Youth Committee Report**

- 1) Carol LaBelle, reported that the Committee met on April 26th where the group was informed that some funding will be provided from CTDOL for this year’s Summer Youth Employment Program (*SYEP*).
- 2) Forty-one applications from 18 schools were accepted for the 2018 EWIB-Pitre STEM Leadership Scholarship. Winners will be announced in June.
- 3) Offers were made to 26 students from 11 local high schools for EB’s re-instated 6-week paid Summer Youth Internship Program (*SHIP*) beginning July 9th.
- 4) An MPI pilot program for youth who are not intending to go to college was launched at Norwich Free Academy (*NFA*). Fourteen students have already passed the assessment & will participate in a 5-week “*Introduction to Manufacturing*” training in June. The remaining nine (9) students will be offered remediation & an opportunity to enroll in the June training if successful.
- 5) An update was provided on the Early College Opportunity (*ECO*) programs in Windham (*72 students enrolled & 22 applicants for fall*) & New London (*54 students enrolled & 17 applicants for fall*). A **MOTION** was made to accept the Youth Committee report, as presented (**MONAHAN/VALLIERES**). **ACTION:** Unanimously approved.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Olsson discussed the Deepwater Wind project, and noted that the workforce training programs may be an area to consider for possible expansion of the Pipeline model.

ADJOURNMENT

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

The meeting was adjourned at 9:20 a.m.

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