

STATE OF CONNECTICUT HEALTH AND EDUCATIONAL FACILITIES AUTHORITY

Grant Committee Meeting

January 16, 2019

Minutes

The Grant Committee of the Board of the Directors of the State of Connecticut Health and Educational Facilities Authority met in session at the office of the Authority at 12:00 p.m. on Wednesday, January 16, 2019.

The meeting was called to order by Dr. Estela Lopez, Committee Chair, at 12:11 p.m. and upon roll call, those present and absent were as follows:

PRESENT:           Dr. Estela Lopez, Committee Chair  
                      Elizabeth Hammer  
                      Barbara Lindsay  
                      Peter Lisi, Board Chair

ABSENT:           Christopher Martin (Designee for Shawn T. Wooden, State Treasurer)

ALSO PRESENT:   Jeanette W. Weldon, Executive Director  
                      Denise Aguilera, General Counsel  
                      Daniel Kurowski, Financial Analyst  
                      Eileen MacDonald, Senior Transaction Specialist  
                      JoAnne Mackewicz, Controller  
                      Michael Morris, Managing Director  
                      Cynthia Peoples, Managing Director  
                      Debra M. Pinney, Manager, Administrative Services  
                      Betty Sugerman Weintraub, Grant Program Manager  
                      of Connecticut Health and Educational Facilities Authority

GUESTS: Traci Sullins, Administrative Assistant, Robert Half-Office Team

## **RESOLUTION TO RENAME THE CLIENT GRANT PROGRAM**

Dr. Lopez turned the floor over to Mr. Lisi.

Mr. Lisi stated that the first item before the Committee which will be presented to the full Board is to rename the Client Grant Program in honor of Mr. John M. Biancamano. Since everyone has received a copy of the resolution, he would not read it aloud at this meeting, but will do so at the Board meeting. Mr. Lisi stated that he would like the Grant Committee to recommend to the full Board to rename the Client Grant Program in Mr. Biancamano's honor.

Mr. Lisi took a few moments to reflect on Mr. Biancamano's support of the Client Grant program over the last 18 plus years.

Dr. Lopez requested a motion to rename the CHEFA Client Grant Program to the ***"CHEFA-John M. Biancamano Client Grant Program."*** Ms. Hammer moved to rename the CHEFA Client Grant Program to the ***"CHEFA-John M. Biancamano Client Grant Program"*** and Ms. Lindsay seconded the motion.

Upon roll call, the "Ayes," "Nays," and "Abstentions" were as follows:

**AYES**

Dr. Estela Lopez  
 Elizabeth Hammer  
 Barbara Lindsay  
 Peter Lisi

**NAYS**

None

**ABSTENTIONS**

None

**APPROVAL OF MINUTES**

Dr. Lopez requested a motion to approve the September 18, 2018 Grant Committee special meeting minutes. Ms. Lindsay moved to approve the minutes; Ms. Hammer seconded the motion.

Upon roll call, the “Ayes,” “Nays,” and “Abstentions” were as follows:

**AYES**

Dr. Estela Lopez  
 Elizabeth Hammer  
 Barbara Lindsay  
 Peter Lisi

**NAYS**

None

**ABSTENTIONS**

None

**FY 2019 CLIENT GRANT PROGRAM**

Dr. Lopez announced that she will recuse herself from voting on one of the grants requests being recommended for approval, which is for Naugatuck Valley Community College. Dr. Lopez stated that she serves on their Advisory Board and is under contract to do some work for the College. Dr. Lisi stated that if the Committee recommends approval of all of staff’s recommendations for awards, a separate vote will be taken on the Naugatuck Valley Community College award, after Dr. Lopez leaves the room.

Mr. Lisi inquired if Ms. Weintraub could explain the Borda Count method. Ms. Weintraub turned the floor over to Mr. Kurowski, as he has been instrumental in its implementation, and Mr. Kurowski provided an overview of the methodology.

Ms. Weintraub stated that going forward the Internal Review Committee (IRC) will not be using the Borda Count method. The IRC will be utilizing the Foundant Grant Aggregation Method, which is an averaging method incorporated into the Foundant Grant Management System. The IRC did side-by-side analyses to see if the Foundant Averaging Method and the Borda Count Method brought the same results and they did.

Dr. Lopez asked if Ms. Weintraub could provide an overview of the applications submitted for the FY2019 Client Grant Program.

Ms. Weintraub stated that 59 applications were received this cycle. The grant requests totaled \$3.6 million and the funding available for this cycle is \$1,109,000. Ms. Weintraub thanked the IRC for all their work on reviewing and scoring the applications for this cycle. Ms. Weintraub reported that staff is recommending 18 grant awards, totaling \$1,105,749, for this cycle. Applications were received from eight different counties in the State and the majority of the awards are for capital expenditures, which is largely due to the fact that the Authority is one of the few funders in the State that funds capital expenditures. Applications were received from all of the sectors.

Mr. Lisi thanked Ms. Weintraub and the internal reviewers for all their work put into this cycle.

Ms. Weintraub added that the IRC takes on this commitment over and above their regular jobs and thanked them for all their hard work.

Mr. Lisi inquired about the IRC adjustments and he indicated that he thought the adjustments were subjective and asked how the IRC reconciles that with the metrics to evaluate the program. Ms. Weintraub indicated that that the adjustments are proposals of the IRC and the IRC defers to the Board for the final recommendations. Mr. Lisi stated that he is in support of the IRC's recommendations. Ms. Weintraub explained that the Committee meets and makes its recommendation based on the information submitted in the application and the organization's financial stability and how the request can impact the community. Ms. Weintraub indicated that an attachment was included with the worksheet which explains the rationale that was utilized. A discussion ensued.

Mr. Lisi requested a motion to approve staff's recommendations for the FY 2019 Client Grant Program awards. Mr. Lisi moved to approve staff's recommendations for the FY 2019 Client Grant Program awards, with the exception for Naugatuck Community College. Ms. Hammer seconded the motion.

Upon roll call, the "Ayes," "Nays," and "Abstentions" were as follows:

**AYES**

Elizabeth Hammer  
 Barbara Lindsay  
 Peter Lisi  
 Dr. Estela Lopez

**NAYS**

None

**ABSTENTIONS**

None

Dr. Lopez left the meeting and Mr. Lisi requested a motion to approve staff's recommendations for the Naugatuck Valley Community College award. Ms. Lindsay moved to approve staff's recommendations for the Naugatuck Valley Community College award and Ms. Hammer seconded the motion.

Upon roll call, the "Ayes," "Nays," and "Abstentions" were as follows:

**AYES**

Elizabeth Hammer  
 Barbara Lindsay  
 Peter Lisi

**NAYS**

None

**ABSTENTIONS**

Dr. Estela Lopez

Dr. Lopez returned to the meeting.

**FY 2019 TARGETED GRANT PROGRAM**

Ms. Weintraub reported that a total of \$750,000 has been allotted for distribution for the FY 2019 Targeted Grant Program. There were two invited applications for this process. One was the Connecticut Center for Advanced Technology (CCAT). They are seeking funding for STEM and manufacturing education in middle schools. She stated that it is very much needed in our State because there are in excess of 13,000 of advanced manufacturing jobs that are going unfilled. This education is age-specific to enlighten students about careers in manufacturing and

STEM related careers. CCAT has been around since 2004 and they have been running programs since 2005 statewide for different schools throughout the community. In 2017, they served 2,500 students in 55 different locations. The programs are called the Young Manufacturers Academy Program (YMA) and the Dream It, Do It Program (DIDI). The reason why we are looking at this request is that it is focused statewide, and they would expand these two programs in the Bridgeport, New London, and the Fairfield county areas. They have programs going on in other communities. The Hartford Foundation is supporting these two programs in the Greater Hartford area with a large grant. There are future plans to expand into Waterbury, Danbury and Northeastern Connecticut. They are looking at areas where there are jobs that they know are available in the big manufacturing businesses such as Electric Boat, Sikorsky and Stanley Black & Decker. CCAT is seeking a two-year grant in the amount of \$250,000 (\$125,000 for each year). This request would serve approximately 3,000 low-income students.

Ms. Weintraub explained that the second grant application that was invited to apply was from the Workforce Development Council (WDC). This group convenes the Executive Directors of all the Workforce Development Boards, which used to be known as the Workforce Investment Boards. They oversee all of the American Job Centers, which used to be called the Unemployment Offices. The Workforce Development Boards are seeking at changing the paradigm from a supply side or job seeker mentality to a demand side/demand driven employer-needs focus. That focus is looking at what are the growth sectors in the State, which are advanced manufacturing area and healthcare. Once the state gets to a four percent unemployment level, it is down to the hardest to employ demographics. They have barriers to

employment and require support from case management, additional training, support services, or flexible funds that might be utilized for childcare or transportation to remove those barriers. This request is to support the five Workforce Development Boards in the State.

Mr. Lisi requested a motion to approve staff’s recommendations for the FY 2019 Targeted Grant Program award of \$250,000 to CCAT for a two-year period and \$500,000 to WDC for a one-year period. Ms. Hammer moved to approve staff’s recommendations and Mr. Lisi seconded the motion.

Upon roll call, the “Ayes,” “Nays,” and “Abstentions” were as follows:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTENTIONS</u></b>
Dr. Estela Lopez Elizabeth Hammer Barbara Lindsay Peter Lisi	None	None

**USE OF RECOVERED GRANT FUNDS IN SUBSEQUENT FISCAL YEARS**

Dr. Lopez stated that the funds that are returned to the Authority from unused grant awards will be transferred to the overall grant programs and management will decide how to distribute them.

Dr. Lopez requested a motion to approve the process of the use of recovered grant funds for subsequent fiscal years. Ms. Lindsay moved to approve the process of recovered grant funds and Ms. Hammer seconded the motion.



Upon roll call, the “Ayes,” “Nays,” and “Abstentions” were as follows:

<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSTENTIONS</b></u>
Dr. Estela Lopez Elizabeth Hammer Barbara Lindsay Peter Lisi	None	None

The meeting adjourned at 12:58 p.m.

Respectfully submitted,

Jeanette Weldon  
Executive Director