



Capital Workforce Partners
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Governance Committee Minutes June 2, 2011

Attendees: John Boyd, Jon Colman, Ken Flanagan, Carl Stephani and Ram Aberasturia
Staff: Tom Phillips, Alex Johnson, Danielle Bradley, Sandy Rodriguez and Liz Saunders

Call to Order:

Meeting was called to order by Chair Ken Flanagan at 9:40 a.m.

Consent Item:

Approval of the May 6, 2011 Minutes

A motion was made by Jon Colman to accept the minutes with one change, Ram Aberasturia seconded the motion. All were in favor and none opposed the motion carried.

Old Business:

Finalize FY11-12 Elected Officers and Committee Chair Recommendations – Tom Phillips

- The committee discussed and agreed on the recommended slate of nominations of Officers for CWP that will be presented to the Board. Charles Smith, Chair; Ken Flanagan, Vice Chair; Jonathan Colman, Treasurer and Deborah Gogliettino as Secretary.
- The committee recommends that Jon Colman and Deb Gogliettino will serve as Chair and Vice Chair of Finance & Audit, Sheldon Bustow & John Simoneau as Chair and Vice Chair of One-Stop, Jason Howey & Bill Putt as Chair and Vice-Chair of Future Workforce and Steve Cassano as Chair of Legislative Advisory.
- t The Co-Chair of the Consortium and the two new board members will need to be determined after the November elections for action at the December Consortium meeting..

Finalize FY11-12 Board Slate Recommendations - Tom Phillips

Expiring terms: Tom gave a final update on the expiring terms of current Board members.

Board Member Name	Company/Affiliation	Results
Bill Carroll	City of New Britain	Requesting Reappointment
Stephen Cassano	Selectman Town of Manchester & State Senator	Requesting Reappointment
Jonathan Colman	Rideshare	Requesting Reappointment
Jason Howey	OKAY Industries	Requesting Reappointment
Erin Lamanna	Pepperidge Farms	Requesting Reappointment
Martha McLeod	Asnuntuck Community College	Wilfredo Nieves will rotate in. Martha will remain on Strategic Management.
Fernando Rosa	HEDCO	Requesting Reappointment
John Simoneau	KPMG, LLP	Requesting Reappointment
Carl Stephani	CCRPA	Requesting Reappointment
Mayor Timothy Stewart	City of New Britain	Not running for re-election

Board and CWP Senior Management Succession Planning

- As we currently have no formal plan for succession for the Board or Senior Management. Tom suggested that the committee consider engaging some outside help through the Hartford Foundation Nonprofit Assistance Program to help with this goal.

New Business

Review FY 10 -11 Committee Priorities – Tom Phillips

Finalize FY 11-12 Committee Priorities – Tom Phillips

- Need to put together a list of suggestions for “Mission Moments” for Board Meetings. Two topic areas that need to identify issue, strategic intent and possible actions. Email out to the committee a list of possible suggestions.

Other

- There was a discussion on whether CWP should do background checks on individuals who are potential new board members. The committee agreed that this was something that should happen informally during an interview with a potential board member.
- Tom also spoke on the possibility of increasing the size of the board to help with increasing sector participation and diversity. The committee felt that was fine as long as we stay within the range established in the by-laws.
- It was also suggested to ask more open ended questions on survey monkey regarding meeting days.
- DOL, CTWorks and partners will host through the Hartford Marathon Foundation a 5K run on August 25th the proceeds will benefit summer youth employment scholarships and possibly dislocated workers.

Next Meeting/Adjournment:

A motion to adjourn was made by Ken Flanagan and seconded by Carl Stephani. Meeting adjourned at 11:15 a.m.

Next meeting TBD