



Capital Workforce Partners
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Governance Committee Minutes

March 25, 2010

Attendees: John Boyd, Ken Flanagan, Elliot Ginsberg, Fernando Rosa, Charles Smith, Carl Stephani and Lyle Wray

Guest: Sylvia de Hass Phillips

Staff: Alex Johnson, Julie Geyer, Tom Phillips and Suzanne Dutilly

Call to Order:

Meeting was called to order by Co-Chair Charles Smith at 8:40 a.m.

Consent Item:

Approval of February 5, 2010 Minutes

A motion was made by Ken Flanagan to accept the minutes; John Boyd seconded the motion, motion carried.

Old Business:

- **Finalize Revised Committee Work Plan**

Sylvia de Hass Phillips reviewed the revised work plan asking the committee how they think their work is translating at the board level. Committee Co-Chair Charles Smith asked the committee to determine what other strategic items need to be completed. He feels we are getting more information and value from board meetings and wants to keep that momentum going with clear messaging and clear accountability in place. Elliot Ginsberg added the dynamics can change dramatically after the November elections and suggested a strategy of "do no harm" this year. Lyle Wray agreed adding we need to keep the message simple because the state is facing a financial tsunami in the next 18 months. John Boyd added the non-profit sector is now where private industry was 18 months ago. He said CWP's priority should be to maintain, not lose and to bolt down and weather the storm. He said we need to get non-performing assets out of the way and come out a year and a half from now ready to grow. Tom Phillips suggested another board survey at the end of the year, but Elliot Ginsberg suggested that Charlie and Jon Colman meet with the committee chairs to determine how things are going. **The committee agreed to take another look at the Board Survey results, and based on Charlie and Jon's meeting with the committee co-chairs, bring a report back to the board.**

- **Discuss Recruitment Strategy for 2010-2013 Board Members**

Tom Philips reported Linda Agnew has resigned from the board and has suggested Mark Stankiewicz to represent CTDOL. Tom is having difficulty connecting with Alan Green at the Hartford Housing Authority and suggests a representative from the Hartford HUD office. Mark Leahy from CT Spring has resigned and suggests the Vice President of New England Spring and Metal Stamping Association as a replacement. We must fill a CBO vacancy left by Connie Wilson-Collins, and Joe Toner indicated he will make future board meetings. Discussion then

followed regarding other possible board members. Lyle Wray suggested a representative from the electric utilities, and Elliot Ginsberg suggested a representative from a solar manufacturing company.

New Business:

- **Discuss Draft Board Member Evaluation Form**

The committee discussed the plan. John Boyd indicated it is very similar to the board evaluation that was done online. Lyle Wray suggested turning the document into a Board Member Expectation document that could be included in the FY 10-11 Board Handbook

- **Discussion of Committee's Role with Implementation of CWP's Comprehensive Business Plan**

Lyle Wray, who Co-Chairs the Strategic Management Committee, said the Governance Committee has no role in the implementation of the Comprehensive Business Plan. He added, "It is a board function."

- **Discuss Draft Board Leadership/Succession Plan**

The committee briefly discussed the draft noting that they did not want a rigid system of succession but instead want a plan that allows board members the opportunity to move up to leadership positions. John Boyd suggested that we illustrate this opportunity to move within the board structure in a chart that could be part of the board orientation package.

- **Discussion of FY10-11 Work Plan**

Alex Johnson said he added this to the agenda to get the conversation started on what the committee wants to focus on for FY 10-11. Tom Phillips added he would put together some potential objectives that can be discussed at the next meeting. Charlie Smith added he wants to see some of the best practices from other Workforce Boards and National Associations.

Next Meeting/Adjournment:

The committee agreed to meet in early May. The meeting was adjourned at 9:50 a.m.