



**Regular Board Meeting Minutes**  
**February 15, 2018**  
 9:30 a.m., DSS

- Present:
- Board: D. Monahan (Chair) (TVCCA); A. Smith (1<sup>st</sup> Vice Chair) (CAANH); M. James (2<sup>nd</sup> Vice Chair) (CAAWC); R. Tricarico (Treasurer) (HRA); Peter DeBiasi (Secretary) (*Access*), via conference call; L. Rodriguez (CRT); D. Morgan (TEAM); J. Gatling (NOI)
  - Staff: E. Karsky, R. Evans, K. Hall
- Guests: Jean Cronin (Hughes and Cronin); Bill Bevacqua (ABCD); Cassandra Norfleet Johnson, Carlene Taylor, Sharon LaFargue, DSS

With a quorum being present, Ms. Monahan convened the CAFCA board meeting at 9:37 a.m.

Item	Discussion	Action Taken/Needed
<b>Consent Agenda</b>	Review Consent Agenda.	Motion ( <i>James/Smith</i> ) passed unanimously to accept Consent Agenda as presented.
<b>Finance Report</b>	<p><b>1. Reviewed Finance Report.</b> Increases in operating expenses due to CAFCA paying \$4,500 from reserves to cover lobbyist fees. Insurance and lobbying costs do not have line items; cannot use grant dollars to cover those costs. Hughes and Cronin contract discussed later in meeting.</p> <p>It was noted that half of a FTE staff salary is supposed to be paid for with 7% of the SNAP Outreach matching funds that the CAAs receive. If the CAAs invoice less than we projected, CAFCA gets less money to cover that salary.</p> <p>Board discussed CAFCA’s “unrestricted” funds. \$245K is unrestricted; \$254K is due to funding sources. Ms. Karsky continues to work with DSS and OPM to reduce amount due.</p> <p><b>2. Financial Services RFQ:</b> At its Sept. 2017 meeting, the Board directed CAFCA staff to develop and post a RFQ for financial services from a non-CAA. Duties to include grant reports to DSS. RFQ closed Feb. 12.</p> <p><b>3. Office Move:</b> CAFCA office move to Middletown planned.</p>	<p>1a. Motion (<i>James/Rodriguez</i>) passed unanimously to accept the Finance Report as presented.</p> <p>b. CAFCA will closely monitor the SNAP outreach funds.</p> <p>c. CAFCA will work with auditors Mahoney Sabol to determine if \$245K is unrestricted and report to board.</p> <p>2a. It was agreed that the current contract with HRA be extended to the end of the current Fed. Fiscal Year to ensure as little disruption as possible.</p> <p>b. CAFCA staff will develop a finance director group to review CAFCA financial services RFQ and to work with HRA staff during the transition to an independent financial consultant.</p> <p>3. CAFCA staff will get cost estimates for moving and report to the board.</p>

<b>Legislative Update</b>	Legislative Update presented by Ms. Cronin	See attached summary for details.
<b>Lobbying Contract and Payment</b>	<p>Hughes and Cronin lobbying contract up for renewal, included in packet. CAANH did not pay. Total contract amount is \$47,800.</p> <p>Discussion followed regarding agencies commitment to fund lobbying and CAFCA's role or potential role in funding lobbying activities.</p> <p>Suggestion made that CAFCA use its unrestricted \$245K to pay for the lobbyist contract. Members discussed. It was noted that this was a significant departure from past practice. Suggestion made that the use of those funds should be included in a larger conversation about the strategic direction and needs of CAFCA.</p>	<ul style="list-style-type: none"> <li>○ Motion (<i>Smith/Rodriguez</i>); Gatling opposed, passed to renew contract with Hughes and Cronin with CAFCA paying the first quarter's invoice.</li> <li>○ Future payment plans for lobbying contract will be discussed at next board meeting.</li> </ul>
<b>DSS Response to CAFCA Monitoring Letter</b>	<p>Network is in third year of compliance with the standards, and most do not have many areas of noncompliance. Network needs to work on key findings of the causes and conditions of poverty in the community assessment. Guidance tool continues to be relevant. In response to letter asks: DSS does not have the capacity to allow each CAA to submit a draft of 58 unmet standards prior to submission for review. It will allow each CAA to submit five standards they are unsure about prior to the submission date for review and feedback.</p>	<ul style="list-style-type: none"> <li>○ DSS believes answers to possible FAQs are in the guidance document, but will send a request to board members and planners to indicate any questions not addressed in the guidance.</li> <li>○ DSS will continue to analyze guidance to eliminate any gray areas and ensure expectations are clear.</li> <li>○ Members were encouraged to contact DSS directly with questions throughout the process.</li> </ul>
<b>Succession Plan-Edith Karsky</b>	<p>CAFCA succession plan presented for board approval. Members discussed short and long-term permanent Executive Director replacement process. Plan does not address</p> <p>Ms. Karsky's contract expires 5/31/18. Asked for consideration of one-year extension. Ms. Monahan, Mr. DeBiasi, and Ms. Rodriguez will review and provide recommendations.</p>	<ul style="list-style-type: none"> <li>○ Motion (<i>DeBiasi/Morgan</i>) passed unanimously to accept the Succession Plan as presented. Board may want to address at its next meeting whether or not the interim Executive Director is eligible for the position of permanent Executive Director.</li> <li>○ Committee to review Executive Director contract.</li> </ul>
<b>Program Advisory Committee Report</b>	<p>Report included in packet. Committee met. There are some issues and concerns across the network regarding SSBG performance. Suggests each agency analyze how to improve 2018 numbers. Motion made to accept report.</p>	<p>Motion (<i>DeBiasi/Dr. Gatling</i>) passed unanimously to accept the Program Advisory Committee Report as presented.</p>

<p><b>Other Business</b> cont'd.</p>	<p>DSS piloting housing fund initiative to show housing needs within SSBG contract. Approximately \$375K.</p> <p>ABCD restored operations in Norwalk, and is developing an Executive Director succession plan. Mr. Bevacqua will serve as interim Deputy Executive Director. The ABCD Board will decide whether to appoint an internal candidate to serve as Executive Director or conduct an external executive director search.</p>	<p>DSS is requesting CAFCA administer this fund. Deadline for expended dollars: 9/30/2018 (same as SSBG contract). CAFCA will share drafted fund allocation formula similar to SSBG with base amount and percentage based on LIHEAP allocations. DSS will most likely recommend extending all SSBG funded projects by one year</p>
<p><b>Adjourn</b></p>	<p>Motion (<i>Rodriguez/Morgan</i>) passed unanimously to adjourn the meeting at 11:59 a.m.</p>	



## **Summary of Board Meeting Legislative Update** February 15, 2018

Ms. Cronin gave the legislative update. Legislature in session February 7-May 9. Governor released his midterm budget adjustments\*. The legislature must also address the FY 2018 \$225M deficit; it is not included in midterm budget adjustments. There is a \$2.3B deficit in FY 2020 and a \$2.5B deficit in FY 2021.

HSI reduced by \$155,311 (amount lapsed from last year). FY 2019 HSI proposal: \$3,054,198. Ms. Cronin, CAFCA, and board members met with OPM last year to stress the importance of HSI and the value of partnering with the CAA network. HSI has bipartisan support. DSS portion of the Appropriations Committee public hearing on governor's Proposed FY 19 Budget Adjustments is February 21<sup>st</sup>. DSS will speak 11:00-12:00 and the hearing is at 6:00 p.m. CAFCA will submit electronic testimony to reiterate what HSI is and its importance.

Deadline to raise new bills is February 21<sup>st</sup> and 22<sup>nd</sup>. There is bipartisan pushback in using energy efficiency funds to help address the deficit. The LIEAB board is working on this as well. Ms. Cronin asked Senator Winfield to request a legislative research report from OLR on MPP and low-income energy programs to determine what options exist to pursue different opportunities, i.e., a lower rate for low-income energy users. Due to the short session, this will not be accomplished this year. The groundwork will set the network up to bring a proposal forward in the 2019 session.

Commission on Fiscal Stability and Economic Growth is analyzing the short and long-term health of CT. Members are mostly business leaders. The group will recommend changes that will help improve CT's budget situation. The biggest problem is long-term indebtedness (bond obligations, teacher's pensions, state employees) that cannot be touched and make up 40% of the budget. The commission will make report out recommendations in March. To vote on the recommendations, the legislature requires three raised bills in three committees, with public hearings. Members agreed the network should be involved in this process.

There are bills in the Labor Committee will affect nonprofits. The Governor came out with a change to the paid sick leave bill; nonprofits are not exempt. House and Senate D's want to support earned family leave, which means employees would pay into a pool managed by the Treasurer and then be able to take time off. This would allow a full-time employee to take five days off per year. Ms. Cronin will send both bills to the network.

OPM wants to modify the block grant program process. Currently, block grants are submitted to the committees of cognizance and there is a required public hearing to approve/modify the grants. OPM wants to eliminate the approval process and just send in the final plan. Ms. Cronin will keep the network updated on this issue.

The party split is 18-18 in the Senate and 79 (D)-71 (R) in the House. There is a special election coming up and many legislators are not running again. CAFCA's legislative agenda and the 2018 Legislative Calendar and Advocacy Plan is included in the board packet.

**\*Other midterm budget adjustments that affect the CAA network:**

- \$400,000 added for housing and rental payments for families displaced by Hurricane Maria
- HRD Hispanic line item eliminated. Contract expired and services expected to be rolled into and provided through HSI through CAAs. Members of the Black and Hispanic caucus oppose. May be an attempt to restore funding.
- State funded portion of SNAP eliminated
- Nutrition assistance reduced by \$93,944, leaving a total of \$743,095
- Programs for Senior Citizens line item eliminated
- Community Services eliminated and transferred to Safety net services account
- TFA to receive an additional \$5M, bringing the total to \$75,131,712
- CT Home care program reduced by \$2,180,000, leaving a total of \$44,350,000
- Dept. of Aging duties transferred to Dept. of Rehabilitation Services, instead of DSS
- Housing/Homeless services reduced by \$1,080,484, leaving a total of \$77,548,308
- Afterschool services reduced by \$118,017, leaving a total of \$4,602,678
- 2 Gen TANF funding eliminated within Dept. of Labor
- 2 Gen TANF in Office of Early Childhood reduced by \$337,500, leaving a total of \$412,500
- Head Start reduced by \$103,740, leaving a total of \$5,083,238
- School Readiness Quality Enhancement eliminated
- C4K TANF/CCDF reduced by \$26,678,810, leaving a total of \$103,353,224 (due to reallocation of the C4k Funding in the recent budget to complete TANF,SSBG and CCDF funding realignment)
- CT Youth Employment reduced by \$1 M, leaving a total of \$3M
- STRIDE would be eliminated
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- IDAs would be eliminated
- Jobs First Employment reduced by \$1,386,961, leaving a total of \$12,482,645