



**Minutes of the October 22nd, 2024 EASTCONN Board of Directors' Meeting
IN-PERSON and ZOOM**

Roll Call of Board Members:

Michael Morrill, Putnam
Justin Phaiah, Brooklyn
Katherine Paulhus, Mansfield
Sonia Greene, Woodstock
Terry Cote, Eastford – ZOOM
Maryellen Donnelly, Hampton
Barbara Riley, Pomfret
Sara Kelley, Stafford
Jennifer Beausoleil – Coventry - ZOOM

EASTCONN Staff Present: Eric Protulis, Carol Klemyk, Melanie Marcaccio, Brian Greenleaf, Laura Lyberger, Ted Kelleher, Katie O'Neill, Kristin Hempel, Shawn Brodeur, Ravit Stein and Diane Gozemba - ZOOM

The Board Meeting was called to order at 5:32 pm by Board Chair, Justin Phaiah

Pledge of Allegiance

Additions to the Agenda:

QMC – implementation of new curriculum – add to agenda after Approval of Minutes

Audience with Citizens – None

Approval of minutes – one motion to approve all minutes as presented on the motion document:

MOTION: Katherine Paulhus motioned to approve the minutes of the Board of Directors' September 2024 meeting with one minor change
SECOND: Maryellen Donnelly
VOTE: Unanimous
ABSTENTIONS: Sara Kelley

Presentation of New Curriculum at QMC – no Motion or Board Approval needed – Ted Keleher and Katie O'Neil

COMMITTEE REPORTS:

Policy: Committee will meet on October 24th

Facilities:

- The committee will meet on October 24th

Finance:

Finance Updates from Eric Protulis and Brian Greenleaf:

- Discussion around approval of minutes from Committee meetings
- Revised budget process is underway – rolled out in two stages. First is revenue the second is expenditures.
- Indicate opportunities for Agency growth and present that to the Finance Committee in December
- Part of the logistics is to disassemble and reassemble the budgets and reporting to report on monthly basis with a long term focus on ensuring expenditures do not exceed revenue
- Discussed the Business Manager Breakfast and future endeavors
- Clarification on Consortium Grants
- Update on the ERC – Employee Retention Credit through the IRS- program is currently frozen with anticipated review of claims restarting spring 2025
- Status of Berkshire and Jewett City Bank relationships
- Updates on the Transportation Program

Head Start Updates:

- Received the 45-day notice of monitoring of classrooms will be starting
- Randomly selects classrooms
- Scoring is done nationally
- SEL scores are increasing
- Hosted the NE CT Childcare Needs Group Project Forum at EASTCONN with 65 attendees – which included the Deputy Commissioner CEO of Day Kimball, Deputy Commissioner of OEC and the CEO of Early childhood Alliance
- Meetings with the Head of Strategic Planning for OEC around Initiatives

NEW BUSINESS:

Enrollment Report:

- Holding steady right now
- Few Staffing Issues at some sights

Division Directors' Reports:

- Launching a new "LOGO" for EASTCONN Branding
- Bridges Autism Program is embracing small group education and methodology in their classes
- ACT - 5 students are taking classes at Eastern. Also presented new process for accreditation under NEASC
- QMC – 13 students enrolled in the running start program for junior and seniors
- Clinical programs are focused on improving self-awareness
- New grant received for replacement of switches in the Hampton building
- Ribbon Cutting on the new Mobile Manufacturing Lab
- ECHIP: Hartford Healthcare is in negotiations with CIGNA

HR Report:

- At 590 total employees
- Campaigning is bringing good results
- Processed 25 new hires recently

PRESENTATION AND UPDATES OF STATUS OF GRANTS FROM LAURA LYBERGER – GRANTS COORDINATOR

Approval of the 2025-2026 Head Start Grant as presented

MOTION: Maryellen Donnelly motioned to approve the 2025-2026 Head Start Grant as presented
SECOND: Sara Kelley
VOTE: Unanimous
ABSTENTIONS: None

The Board of Directors voted to go into Executive Session for the purpose of reviewing legal opinions with Melanie Marcaccio, Brian Greenleaf and Eric Protulis at 6:58 pm

MOTION: Katherine Paulhus motioned to go into Executive Session with Melanie Marcaccio, Brian Greenleaf and Eric Protulis
SECOND: Sara Kelley
VOTE: Unanimous
ABSTENTIONS: None

The Board Of Directors came out of Executive Session at 7:42 pm

Approved for the ED to enter into MOA – re: TRB

MOTION: Sonia Greene
SECOND: Michael Morrill
VOTE: Unanimous
ABSTENTIONS: None

Approved for the ED to enter into ECHIP negotiations

MOTION: Sonia Greene
SECOND: Sara Kelley
VOTE: Unanimous
ABSTENTIONS: None

The meeting was adjourned at 7:43 pm

Respectfully Submitted,

**Carol Klemyk
Executive Assistant**