

STATE OF CONNECTICUT HEALTH AND EDUCATIONAL FACILITIES AUTHORITY

Minutes  
Grant Committee Meeting  
November 15, 2017

The Grant Committee of the Board of the Directors of the State of Connecticut Health and Educational Facilities Authority met in session at the offices of the Authority on Wednesday, November 15, 2017 at 1:00 p.m.

The Meeting was called to order by Dr. Estela Lopez, Committee Chair at 1:00 p.m., and, upon roll call, those present and absent were as follows

PRESENT: Dr. Estela Lopez, Committee Chair  
Barbara B. Lindsay  
Dr. Peter Lisi, Committee Chair

OTHER BOARD

MEMBERS PRESENT: John Biancamano  
Robert Dakers  
Elizabeth Hammer<sup>1</sup>  
Barbara Rubin<sup>2</sup>  
Sheree Mailhot (Rep. for Denise Nappier)

ALSO PRESENT: Jeanette Weldon, Executive Director  
Denise Aguilera, General Counsel  
Krista Johnson, Jr. Accountant/Analyst  
Daniel Kurowski, –Financial Analyst  
Eileen MacDonald, Senior Transaction Specialist  
JoAnne Mackewicz, Controller  
Kathy Owens, Administrative Assistant  
Cynthia Peoples, Managing Director  
David Wasch, Legislative Liaison/ECE Program Specialist  
Betty Sugerman Weintraub, Grant Program Manager  
of the Connecticut Health and Educational Facilities Authority

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<sup>1</sup> Ms. Hammer joined the meeting at 1:15 p.m.

<sup>2</sup> Ms. Rubin joined the meeting at 1:30 p.m.

**APPROVAL OF MINUTES**

Dr. Lopez requested a motion to approve the Grant Committee Minutes of May 17, 2017. Dr. Lisi moved to approve the minutes; Ms. Lindsay seconded the motion.

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

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
Dr. Estela Lopez Dr. Peter Lisi	None	Barbara Lindsay <sup>3</sup>

**REVIEW AND APPROVAL OF FY 2017 NONPROFIT GRANT PROGRAM AWARDS**

Dr. Lopez stated that the Nonprofit Grant Program Awards for FY 2017 had previously been scheduled for review at the May 17, 2017 Grant Committee Meeting but unfortunately had to be postponed due to the State sweep of funds. She stated that the Committee had a retreat on September 8th to discuss the grant program.

Dr. Lopez stated that the grants being presented today are those that the Internal Review Committee had reviewed and were prepared to recommend at the May meeting. She noted that CHEFA’s current proposed budget for the grant program provides \$750,000 for these

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<sup>3</sup> Ms. Lindsay was not present at the May 17, 2017 Grant Committee Meeting.

awards, rather than the original amount \$875,000. She stated that the recommendations are based on the proposed amount of funds available. Dr. Lopez turned the floor over to Ms. Weintraub to provide an overview.

Ms. Weintraub stated that the Authority received 44 applications from the 104 Statements of Interests. The applications were received from the following counties: Hartford, Fairfield, New Haven, New London, Litchfield, and Middlesex.

Ms. Weintraub acknowledged, in addition to herself, the members of the Internal Review Committee (IRC) for this grant cycle. She thanked Krista Johnson, Dan Kurowski, Andrew Kwashnak, Eileen MacDonald, and David Wasch for showing dedication and commitment above their own jobs, and for exhibiting an exemplary level of integrity

Ms. Weintraub stated that staff has received the requisite affirmation for proceeding with this grant program. Applications were received from throughout the state. Ms. Weintraub stated that they are recommending grants from six different counties in the state. The majority of the recommendations are from Hartford, with the remainder from five other counties.

Ms. Weintraub provided the Committee with a copy of revised proposed awards, inclusive of 11 fully funded at the amount the organizations requested, and one partially funded to total the \$750,000 available in the proposed CHEFA budget for grant programs. Ms. Weintraub asked if there were any questions. A discussion ensued.

Dr. Lopez asked Ms. Weintraub to provide more details about the nonprofit that is being considered for partial funding. Ms. Weintraub pointed out that the Child Guidance Center of Southern Connecticut originally requested \$54,500. Their vendor quotes, however, reflect a breakdown of different smaller projects within the larger grant, from an ADA compliant ramp to their building, to additional safety lighting on the outside of their building. It seemed reasonable to provide them with partial funds thereby utilizing the entire \$750,000 proposed in the CHEFA budget. Further discussion ensued and Mr. Biancamano proposed that the full \$54,500 for Child Guidance Center of Southern Connecticut be funded, and the proposed budget modified accordingly.

Dr. Lisi asked if we knew if the agency had received other grant funding for their project. Ms. Weintraub stated that a letter from Ms. Weldon went out to all forty-four of the grant applicants on September 14<sup>th</sup> requesting notification if they had started their projects. The letter stated that they would not be eligible for grant funds if their project was underway or would start before our grant committee met to review grants in November. There was only one response that a project had started and it was not from one of the recommended grants.

Dr. Lopez asked if there were any other questions or comments. There being none, Dr. Lopez requested a motion to fund the full award of \$54,500 to the Child Guidance Center of Southern Connecticut, Inc. and to fund the 12 grants at the originally requested amounts. Ms. Lindsay moved to approve the motion; Dr. Lisi 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 Barbara Lindsay Dr. Peter Lisi	None	None

Dr. Lopez asked if there was any other business and inquired about future grant meetings. Ms. Weintraub stated that the January Board meeting will include a Grant Committee Meeting for client grants. Nonprofit grants will be presented at the Grant Committee Meeting in May, 2018. Dr. Lopez added that both program’s RFPs utilized the guidelines the Board agreed upon at the September 8, 2017 meeting.

Dr. Lopez requested a motion to adjourn. Dr. Lisi moved to adjourn; Ms. Lindsay 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 Barbara Lindsay Dr. Peter Lisi	None	None

The meeting adjourned at 1: 40 p.m.

Respectfully submitted,

Dr. Estela Lopez, Committee Chair