

STATE OF CONNECTICUT HEALTH AND EDUCATIONAL FACILITIES AUTHORITY

Minutes  
Grant Committee Meeting  
May 16, 2018

The Grant Committee of the Board of the Directors of the State of Connecticut Health and Educational Facilities Authority met in session at the office of the Authority at 11:30 a.m. on Wednesday, May 16, 2018.

The meeting was called to order by Dr. Estela Lopez, Committee Chair, at 11:30 a.m., and upon roll call, those present and absent were as follows:

PRESENT:               Dr. Estela Lopez, Committee Chair  
                          Elizabeth Hammer  
                          Barbara Lindsay  
                          Dr. Peter Lisi, Board Chair  
                          Christopher Martin (Designee for Denise Nappier)

OTHER BOARD

MEMBERS PRESENT: Michael Angelini

ALSO PRESENT:       Jeanette W. Weldon, Executive Director  
                          Robert Jandreau, Sr. Finance Associate  
                          Krista Johnson, Compliance Specialist  
                          Dan Kurowski, Financial Analyst  
                          JoAnne Mackewicz, Controller  
                          Kathy Owens, Administrative Assistant  
                          Debra M. Pinney, Manager, Administrative Services  
                          David Wasch, Legislative Liaison/ECE Program Specialist  
                          Betty Sugerman Weintraub, Grant Program Manager  
                          of Connecticut Health and Educational Facilities Authority

## APPROVAL OF MINUTES

Dr. Lopez requested a motion to approve the January 17, 2018 Grant Committee minutes. 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 Barbara Lindsay Dr. Peter Lisi	None	Elizabeth Hammer <sup>1</sup> Christopher Martin <sup>2</sup>

## REVIEW AND APPROVAL OF FY 2018 NONPROFIT GRANT PROGRAM AWARDS

Dr. Lopez thanked Ms. Weintraub for compiling the FY 2018 Nonprofit Grant Awards booklet for the committee’s consideration.

Ms. Weintraub provided background on the grant process and stated that they had 79 statements of interest submitted that the Internal Review Committee reviewed. She reported that out of the 79, 41 applicants were selected. One applicant withdrew, therefore, a total of 40 applications were reviewed.

Ms. Weintraub thanked the Internal Review Committee (IRC) which consisted of Ms. Weintraub, Mr. Kurowski, Mr. Jandreau, Ms. MacDonald, Ms. Johnson, and Mr. Wasch. Ms. Weintraub added that she was fortunate to work with the IRC. She stated that the Committee was diligent during the process, in spite of handling work responsibilities.

Ms. Weintraub provided an overview of the FY 2018 Nonprofit Grant Program booklet.

Ms. Weintraub reported that for this grant cycle there were available funds in the amount of \$1,050,625 for both capital purchases as well as programs. The four sectors focused were education, healthcare, childcare and cultural. She pointed out that capital requests are defined as renovations and/or construction projects and specific purchases of equipment. She stated that for this grant cycle, the requests for grant funds totaled \$2,330,815. Ms. Weintraub stated that the IRC is recommending \$1,048,238 for 18 full grant requests to be funded and one partial request.

Ms. Weintraub stated that the partial request for grant funds was for the Regional Hospice and Home Care of Western CT. Originally, they requested \$75,000; however, the IRC is

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<sup>1</sup> Ms. Hammer was not a member of the Grant Committee at the time of this meeting.

<sup>2</sup> Mr. Martin was not a member of the Grant Committee at the time of this meeting.

recommending \$53,444 to purchase equipment, not the software which would require a monthly cost.

Ms. Weintraub pointed out that, typically, health care is the largest sector funded, followed by education. However, the proposed awards are for health care, followed by cultural this year. A discussion ensued.

Dr. Lopez asked that the Committee consider all 18 applicants with the exception of Malta House because she is a board member and should not be present when it is being discussed. The Committee agreed and will have two separate votes, one for all of the grants with the exception of Malta House of Care, and one vote just for Malta House of Care.

Dr. Lopez asked if there were any questions regarding the grant report. A discussion ensued.

Dr. Lisi asked if there is a common rationale that causes the Internal Review Committee (IRC) to decide not to invite a full proposal after reviewing the Statements of Interest (SOI), and if so, should a different process be implemented to address this issue.

Ms. Weintraub provided information on the SOI process. When the IRC chooses one applicant versus another, it is based on the consensus of the group, there is no common rationale. A discussion ensued.

Ms. Weintraub stated that with this grant cycle, CHEFA was able to fund almost half of the applicants, 19 out of 40.

Dr. Lopez motioned to approve funding for the 18 grant applications with the exception of Malta House. 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	None	None
Elizabeth Hammer		
Barbara Lindsay		
Dr. Peter Lisi		
Christopher Martin		

Dr. Lopez recused herself and exited the Board Room at 11:55 a.m.

Dr. Lisi moved to approve the grant award for Malta House in the amount of \$75,000. Ms. Lindsay seconded his motion. A discussion ensued.

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

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
Dr. Peter Lisi Elizabeth Hammer Barbara Lindsay Christopher Martin	None	None

Dr. Lopez rejoined the meeting at 12:02 p.m.

### **REVIEW OF FY 2017 TARGETED GRANT PROGRAM**

Ms. Weintraub provided information on the grant that was awarded to the United Way of CT for the Opioid Information Enhancement Program. The grant was awarded at the April 19, 2017 Board Meeting. The grant covered the period from June 1, 2017 through May 30, 2018.

Ms. Weintraub stated that a website was created called [healthylivesct.org](http://healthylivesct.org) for opioid and other substance abuse information. The United Way brought in staff from the Department of Mental Health & Addiction Services (DMHAS) to conduct training, and implemented new procedures to efficiently handle the 211 calls.

She stated that the United Way also hired a 211 opioid project manager. However, it took six months to fill the position. Ms. Weintraub added that within two months after the grant was awarded, United Way submitted a grant modification request. DMHAS was no longer in need of call center help between the hours of midnight and 8 a.m. as had been in the original budget. United Way’s 211 call center was going to provide this service; however, DMHAS withdrew their request as they decided to contract with their current provider for the full 24 hour schedule.

Ms. Weintraub stated that it took six months to hire the manager which delayed the work with recovery coach partnerships. She pointed out that recovery coaches are usually someone who has experienced addiction and works in ER Departments to support patients that have addiction issues.

Ms. Weintraub reported that in January 2018, approximately 10 months after the grant was awarded, a second modification request was received asking that the grant be extended for a full year. They submitted their budget and the budget noted that they had only expended \$24,000 of the \$250,000 9 months into the grant cycle. Ms. Weintraub stated that she spoke with the United Way and they submitted another budget as of March 31<sup>st</sup>, and at that point,

\$57,150 of the \$250,000 had been used or 23%, including \$1,748 of \$10,000 budgeted for staff training. A discussion ensued.

Ms. Weintraub stated that CHEFA's plan is to extend the United Way grant for an additional six months, until November 30 2018. This would cover the full year for the project manager, and allow for the recovery coach, and data collection to proceed for six months, until November 30, 2018. Grant funds not expended by May 30, 2018 for the website, training, and the Narcan Access Information portion of the award would need to be returned to CHEFA by August 1, 2018.

### **PROPOSED ADDITIONAL GRANT COMMITTEE MEETINGS**

Dr. Lopez stated that Ms. Weintraub has been very helpful in shaping the work of the Grant Committee, thereby supporting the Committee's ongoing process of education and information about the Grant Program priorities. Ms. Weintraub stated that they are requesting to add two additional meetings to the 2018 Grant Committee Meeting schedule. The two dates would be June 20, 2018, 11:30 a.m. and September 18, 2018, 11:30 a.m. The Committee agreed.

Ms. Weintraub stated the reason for the June meeting will be to review potential FY 2019 Targeted Grant Program options. Based on overwhelming evidence of economic trends in Connecticut, the two options will be focused on CT's workforce needs and Two Generation policy – focused on the success of parents enrolled in workforce preparedness and children in quality early childhood education . Ms. Weintraub stated that speakers would be invited to provide information areas about these topics. The Grant Committee will vote on the two options for the FY 2019 Targeted Grant program at the September meeting. In addition, a speaker will be invited to discuss current philanthropic trends to allow for continued Grant Committee education.

### **OTHER BUSINESS**

Dr. Lopez asked if there was other business. There being none, Dr. Lopez motioned to adjourn the meeting at 12:19 p.m. Dr. Lisi seconded the motion.

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

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTENTIONS</u></b>
Dr. Estela Lopez Elizabeth Hammer Barbara Lindsay Dr. Peter Lisi Christopher Martin	None	None

Respectfully submitted,

Jeanette Weldon  
Executive Director