

STATE OF CONNECTICUT HEALTH AND EDUCATIONAL FACILITIES AUTHORITY  
Grant Committee Meeting Minutes  
January 19, 2022

The Grant Committee of the State of Connecticut Health and Educational Facilities Authority held the meeting via teleconference at 12:30 p.m. on Wednesday, January 19, 2022.<sup>1</sup>

The meeting was called to order by Lawrence Davis, Acting Grant Committee Chair, at 12:33 p.m. and upon roll call, those present and absent were as follows:

**PRESENT:** Lawrence Davis, Committee Chair  
Peter Lisi, Board Chair  
Steven L. Elbaum  
Susan Martin  
Alan Mattamana

**ABSENT:** Kimberly Kennison (*Designee for Melissa McCaw, OPM Secretary*)

**OTHER BOARD**

**MEMBERS PRESENT:** Michael Angelini

**ALSO PRESENT:** Jeanette W. Weldon, Executive Director  
Denise Aguilera, General Counsel  
Jessica Bishop, Administrative Services Assistant  
Daniel Giungi, Communications and Government Affairs Specialist  
JoAnne Mackewicz, Controller  
Michael Morris, Managing Director, Client Services  
Cynthia D. Peoples-H, Managing Director, Operations & Finance  
Kara Stuart, Manager, Administrative Services  
Betty Sugerman Weintraub, Grant Program Manager  
of Connecticut Health and Educational Facilities Authority

**ELECTION OF NEW GRANT COMMITTEE CHAIR**

Mr. Lisi requested a motion to elect Lawrence Davis as the new Grant Committee Chair. Mr. Elbaum moved for approval, which was seconded by Ms. Martin.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

| <u><b>AYES</b></u> | <u><b>NAYS</b></u> | <u><b>ABSTENTIONS</b></u> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |
| Alan Mattamana     |                    |                           |

**APPROVAL OF MINUTES**

Mr. Davis requested a motion to approve the minutes of the November 17, 2021 Grant Committee Annual Meeting. Mr. Lisi moved for approval of the minutes, which was seconded by Ms. Martin.

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<sup>1</sup> All attendees participated in the meeting via conference telephone that permitted all parties to hear each other

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

| <u><b>AYES</b></u> | <u><b>NAYS</b></u> | <u><b>ABSTENTIONS</b></u> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |
| Alan Mattamana     |                    |                           |

Mr. Davis reported that CHEFA’s Targeted Grant program has provided more than \$2.4 million to Nonprofit organizations since its creation in 2015. Mr. Davis stated that CHEFA will distribute \$1 million for the current FY 2022 Targeted Grant cycle.

**FY 2022 TARGETED GRANT REVIEW/RECOMMENDATIONS**

Ms. Sugerman Weintraub stated that the Targeted Grant program is focused on statewide grants of six-figure grant awards. The FY 2022 Targeted Grant cycle is the third year focused on workforce. This was part of a 3-year plan to align the Targeted grantmaking with the CHEFA/CHECLA FY 2019-2021 strategic plan pillar of Economic and Workforce Development for the Public Good. Targeted Grants in both FY 2019 and FY 2020 were made to support statewide workforce efforts, and due to the COVID-19 pandemic, FY 2021 funding was solely dedicated to statewide pandemic response grants. Ms. Sugerman Weintraub stated that the FY 2022 Targeted Grant cycle will be the third year of workforce funding.

Ms. Sugerman Weintraub reported that this grant cycle started with the Letter of Interest (LOI) process and 20 LOI applications were received and reviewed by the Internal Review Committee (IRC). The IRC was made up of Ms. Sugerman Weintraub, Ms. Weldon, Ms. Aguilera, Mr. Morris and Ms. Peoples. Ms. Sugerman Weintraub thanked the IRC for their time spent reviewing and thoughtfulness during the process. Ms. Sugerman Weintraub stated that the IRC entered Yes/No answers on the grant management system evaluation form to identify which applicants should move forward with a full application based on the guidelines and criteria. All responses were aggregated and all LOIs receiving at least 3 of 5 Yes answers were determined to move forward with a full application. This allowed for 8 applicants to be notified they could submit a full application.

Ms. Sugerman Weintraub stated that the 8 applications were reviewed utilizing the high-medium-low rating in which the high rating was assigned a score of 3 points; medium rating was assigned 2 points; and low rating was assigned 1 point. The scores were aggregated and the grants that received at least 3 high ratings were recommended for approval by the IRC.

Mr. Davis elaborated on the evaluation criteria that was used, which included: need for the project/program; impact on the population served; likelihood of success; innovation; Diversity, Equity and Inclusion; and organizational financial/ managerial performance. Mr. Davis noted that as part of the evaluation process, although the Grant Committee looks to the IRC members to make recommendations, it is still incumbent on the Grant Committee to discuss and vote on the applications. Mr. Davis opened the floor up to discussion for each grant application.

Ms. Sugerman Weintraub provided a brief summary on the grant for Career Resources, Inc. Mr. Lisi inquired about Career Resources, Inc. receiving a grant in 2020. Ms. Sugerman Weintraub stated that it is an information point but is not one of the 6 criteria used for evaluation purposes.

CHEFA’s policy states that organizations can receive grant funding for 3 consecutive years but then are required to take 1 year off from applying.

Mr. Mattamana inquired about the total project budget being higher than the requested amount, and CHEFA’s approach to this situation. Ms. Sugerman Weintraub stated that the organization is expected to provide a budget that includes any additional funding they will receive, and they are required to show that they are able to complete the project/program within the one-to-two year grant period. A brief discussion ensued.

Mr. Davis requested a motion to approve staff’s recommendation to not fund the grant for Career Resources, Inc. Mr. Lisi moved for approval, which was seconded by Mr. Mattamana.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

| <b><u>AYES</u></b> | <b><u>NAYS</u></b> | <b><u>ABSTENTIONS</u></b> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |
| Alan Mattamana     |                    |                           |

Ms. Sugerman Weintraub provided a brief summary on the grant for Connecticut State Colleges and Universities. With there being no questions, Mr. Davis requested a motion to approve staff’s recommendation to not fund the grant for Connecticut State Colleges and Universities. Mr. Lisi moved for approval, which was seconded by Mr. Elbaum.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

| <b><u>AYES</u></b> | <b><u>NAYS</u></b> | <b><u>ABSTENTIONS</u></b> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |
| Alan Mattamana     |                    |                           |

Ms. Sugerman Weintraub provided a brief summary on the grant for Goodwin University. Mr. Davis inquired about follow-up of how funds are being utilized. Ms. Sugerman Weintraub stated that organizations are required to submit quarterly reports, and with two-year grants they are required to submit 8 reports. Ms. Sugerman Weintraub said that staff needs to know that the dollars are being utilized appropriately, as well as any variances or issues that may be occurring with the project/program.

Mr. Davis requested a motion to approve staff’s recommendation to fund the grant for Goodwin University. Mr. Lisi moved for approval, which was seconded by Ms. Martin.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

| <b><u>AYES</u></b> | <b><u>NAYS</u></b> | <b><u>ABSTENTIONS</u></b> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |

Alan Mattamana

Ms. Sugerman Weintraub provided a brief summary on the grant for Junior Achievement of Southwest New England, Inc. With there being no questions, Mr. Davis requested a motion to approve staff’s recommendation to fund the grant for Junior Achievement of Southwest New England, Inc. Ms. Martin moved for approval, which was seconded by Mr. Mattamana.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

| <b><u>AYES</u></b> | <b><u>NAYS</u></b> | <b><u>ABSTENTIONS</u></b> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |
| Alan Mattamana     |                    |                           |

Ms. Sugerman Weintraub provided a brief summary on the grant for Local Initiatives Support Corporation (LISC). Mr. Elbaum inquired about staff’s recommendation to not fund the grant for LISC. Ms. Sugerman Weintraub reported that it was solely due to the aggregation of scores. Ms. Weldon noted that LISC received 2 high ratings while the 4 recommended grants all received at least 3 high ratings. A discussion ensued.

After discussion, Grant Committee members stated that they would like to revisit the process involving the IRC’s recommendations.

Mr. Davis requested a motion to approve staff’s recommendation to not fund the grant for Local Initiatives Support Corporation. Ms. Martin moved for approval, which was seconded by Mr. Elbaum.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

| <b><u>AYES</u></b> | <b><u>NAYS</u></b> | <b><u>ABSTENTIONS</u></b> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |
| Alan Mattamana     |                    |                           |

Ms. Sugerman Weintraub provided a brief summary on the grant for ReadyCT. With there being no questions, Mr. Davis requested a motion to approve staff’s recommendation to not fund the grant for ReadyCT. Mr. Lisi moved for approval, which was seconded by Mr. Mattamana.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

| <b><u>AYES</u></b> | <b><u>NAYS</u></b> | <b><u>ABSTENTIONS</u></b> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |
| Alan Mattamana     |                    |                           |

Ms. Sugerman Weintraub provided a brief summary on the grant for The Justice Education Center, Inc. With there being no questions, Mr. Davis requested a motion to approve staff's recommendation to fund the grant for The Justice Education Center, Inc. Mr. Elbaum moved for approval, which was seconded by Mr. Lisi.

Upon a voice vote, the "Ayes," "Nays" and "Abstentions" were as follows:

| <u><b>AYES</b></u> | <u><b>NAYS</b></u> | <u><b>ABSTENTIONS</b></u> |
|--------------------|--------------------|---------------------------|
| Lawrence Davis     | None               | None                      |
| Steven L. Elbaum   |                    |                           |
| Peter Lisi         |                    |                           |
| Susan Martin       |                    |                           |
| Alan Mattamana     |                    |                           |

Ms. Sugerman Weintraub provided a brief summary on the grant for Wakeman Memorial Association. Ms. Sugerman Weintraub stated that Wakeman Memorial Association is the fiscal sponsor for all of the Boys and Girls Clubs throughout Connecticut.

Mr. Davis requested a motion to approve staff's recommendation to fund the grant for Wakeman Memorial Association. Ms. Martin moved for approval, which was seconded by Mr. Mattamana.

Upon a voice vote, the "Ayes," "Nays" and "Abstentions" were as follows:

| <u><b>AYES</b></u> | <u><b>NAYS</b></u> | <u><b>ABSTENTIONS</b></u>     |
|--------------------|--------------------|-------------------------------|
| Lawrence Davis     | None               | Steven L. Elbaum <sup>2</sup> |
| Peter Lisi         |                    |                               |
| Susan Martin       |                    |                               |
| Alan Mattamana     |                    |                               |

**FY 2023 TARGETED GRANT PROGRAM – PRELIMINARY DISCUSSION ON IDENTIFYING NEW FOCUS AREA**

Mr. Davis stated that he and Ms. Sugerman Weintraub met to discuss potential focus areas for the upcoming FY 2023 Targeted Grant program, and would like for Grant Committee members to also provide recommendations. Mr. Davis turned the floor over to Ms. Sugerman Weintraub.

Ms. Sugerman Weintraub stated that focus areas would look at statewide initiatives within CHEFA's four core priority areas of healthcare, education, childcare and culture. Ms. Sugerman Weintraub said that a few examples that she and Mr. Davis discussed included health equity; mental, behavioral, social and emotional health for adults and children; childcare, and basic education skills. Ms. Sugerman Weintraub stated that she would like to get ideas from the Committee members, what they are hearing about in the community, and what they think might be of interest. Ms. Sugerman Weintraub encouraged Grant Committee members to email her with their ideas and they will be discussed at the May meeting in order to determine the FY 2023 Targeted Grant program focus area.

**FY 2022 NONPROFIT FORUM – HEALTH EQUITY FOCUS**

Mr. Davis reported that the CHEFA grant program is celebrating 20 years, and due to COVID, the FY 2022 Nonprofit forum will be moved from March to June in hopes of it being an in-person

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<sup>2</sup> Mr. Elbaum abstained from voting as he is on the Board of the Boys and Girls Club of Stamford.

event. The Nonprofit Forum will cover the subject matter of health equity and Tekisha Dwan Everette, Ph.D. Executive Director of Health Equity Solutions will be the moderator along with a few panelists.

**CLOSING REMARKS AND UPCOMING MEETING - MAY 18, 2022**

Mr. Davis reported that the next Grant Committee meeting will be on May 18, 2022 in which the FY 2022 Nonprofit Grant Program applications will be reviewed and the FY 2023 Targeted Grant program focus area will be determined.

**ADJOURNMENT**

With there being no further business at 1:30 p.m., Mr. Davis requested a motion to adjourn the meeting. Ms. Martin moved to adjourn the meeting and Mr. Lisi seconded the motion.

Upon a voice vote, the "Ayes," "Nays" and "Abstentions" were as follows:

**AYES**

Lawrence Davis  
Steven L. Elbaum  
Peter Lisi  
Susan Martin  
Alan Mattamana

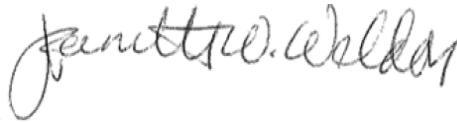
**NAYS**

None

**ABSTENTIONS**

None

Respectfully submitted,



Jeanette W. Weldon  
Executive Director