



BOARD MEETING MINUTES

Thursday, July 13, 2023

Board Members in Attendance via Electronic Device: Eva Bermudez Zimmerman, Adrienne Cochrane, Andrea Comer, Sheila Hummel, Ellen McKitterick, Alice Pritchard, John Scott, Mike Soltis, Molly Weston Williamson, Holly Williams, Justin Zartman

Board Members Absent: Easha Canada, Fran Pastore

CT Paid Leave Staff in Attendance via Electronic Device: Erin Choquette, Michael Cisar, Laure Dickson, Amber Forrest, David Marccone, Stephanie Oliveras, John Simonetti, Priscilla Torcello, Jessica Vargas

1. Welcome & Call to Order

Secretary, John Scott called the meeting to order at 9:02 a.m.

CTPL Executive Assistant, Amber Forrest took attendance by Roll Call and confirmed the existence of a quorum. Mr. Scott acknowledged members of the public.

2. Review & approve the June 8, 2023, meeting minutes.

Mr. Scott asked for a review of the June 8, 2023, minutes, and a motion to approve. There was no discussion. Molly Weston Williamson motioned, and Adrienne Cochrane seconded that motion. There was no further discussion. All were in favor. None were opposed. There were no abstentions. The motion carried.

3. Discussion regarding resolution to allow the delegation of signatory authority

CTPL General Counsel, Michael Cisar, led the board in discussion describing who within the Authority has existing authority to sign contracts and other legal instruments and explaining the proposed process for the CEO to temporarily delegate authority in the event of absence or incapacity.

4. Vote on resolution regarding delegation of signatory authority

Mr. Scott asked the Board for a motion to adopt the resolution to allow the delegation of signatory authority.

Andrea Comer motioned the adoption, and Justin Zartman seconded that motion. All were in favor. None opposed. There were no abstentions. The motion carried.

5. Quarterly update on Outreach & Engagement activities

CTPL Chief Marketing & Communications Officer, Jessica Vargas provided the quarterly update on Outreach & Engagement activities.

6. Committee Reports –

a. Policy & Personnel

Committee Chair, Mike Soltis, reported the committee met this month and we discussed the Resolution to allow the temporary delegation of signatory authority, and we received an update on the Private Plan Policy revisions.

b. Outreach & Engagement

Committee Chair, Molly Weston Williamson, reported the committee met last month and received an update on the Authority's Outreach & Legislative work, & upcoming podcasts.

c. Finance & Audit

Committee Chair, Holly Williams reported the committee met last month for a brief meeting and received the report on the financials.

i. *Financial Reports*

CTPL Controller, Dave Marcone, provided a summary of the financial reports.

7. CEO Report

CTPL CEO, Erin Choquette acknowledged the Authority's ongoing partnership with United Way, mentioning that the UW has had a dedicated team of up to 15 people who support the contact center and highlighting this team handled approximately 16,000 claims over the last year. Ms. Choquette also thanked Sal Luciano and Britt-Marie Cole-Johnson for their service on the Board and congratulated Eva Bermudez-Zimmerman on her appointment to the Board by the Speaker of the House. She also thanked members of the board that have returned for another term, noting the Authority staff's appreciation for their willingness to participate, guide, and support the paid leave program.

8. Old Business – None

9. New Business – None

10. Adjournment

Mr. Scott asked the board for a motion to adjourn. Ms. Bermudez Zimmerman motioned the adjournment, and Holly Williams seconded that motion. All were in favor. None were opposed. None abstained. The motion carried. The meeting was adjourned at 9:52 a.m.

Meeting Recording Here: <https://youtu.be/RXeu-MlssJk>

Agenda Attachments:

Item 4- Resolution regarding delegation of signatory authority

Item 5- Quarterly Update on Outreach & Engagement Activities