

**The CT Low Wage Employer Advisory Board Meeting**  
February 21, 2017 – 3:00 P.M. - Conference Rooms A&B  
CT Department of Labor, 200 Folly Brook Boulevard  
Wethersfield, Connecticut

**Minutes**

**Members present:** Stanley McMillen, Merrill Gay, Helene Figueroa, Kurt Westby, Deborah Schwartz, Monica Morneau, Jennifer Putetti, Michael Seid, Paul Lavoie and Merle Berkle-Schlessel. **A quorum of members present was reached.**

**Members absent:** Co-Chair James Bhandary-Alexander, Eddie Stephens and Susan Coleman.

**Other Attendees:** CT Department of Labor staff Christopher Caruso and Carolyn Treiss.

**Welcome and opening remarks:** In the absence of Co-Chair Bhandary-Alexander, Kurt Westby conducted the meeting. He welcomed his fellow Board Members and officially convened the meeting at 3:06 P.M.

**Review and approval of the January 11, 2017 Board Minutes:** Kurt Westby entertained a motion by Helene Figueroa to approve the minutes. Stanley McMillen stated that under the portion of the minutes entitled, “Open discussion for Board Members” he was referring to the Massachusetts Equal Pay for Equal Work legislation and not the Earned Income Tax Credit. Deborah Schwartz stated that under the portion of the minutes entitled, “Members Present” the letter “h” was missing from her last name. **There being no further discussion, Stanley McMillen seconded the motion and the corrected minutes were approved.** Merle Berkle-Schlessel abstained.

**Election of a Co-Chair to fill the vacancy left by the resignation of Jaime Mills:** With no objection from the Board, Kurt Westby announced that the election would be conducted after the presentation by David Radcliffe.

**Presentation on the “Connecticut Working Cities Challenge” by David Radcliffe, Federal Reserve Bank of Boston:** Mr. Radcliffe and his colleague, Anjali Sakaria made a Power Point presentation which can be found on the Board’s Webpage.

After the presentation, Kurt Westby introduced Carolyn Treiss who is an Executive Assistant with the CT Department of Labor. Kurt informed the Board that Carolyn would be filling in for him when he is unable to attend Board meetings. Carolyn introduced herself and offered her assistance to the Board.

**Election of a Co-Chair:** The Board conducted its election to fill the Co-Chair vacancy left by the resignation of Jaime Mills. Kurt Westby entertained a motion by Stanley McMillen and seconded by Paul Lavoie to place in nomination the name of Michael Seid. Kurt also entertained a motion by Helene Figueroa and seconded by Monica Morneau to place in nomination the name of Jennifer Putetti. Stanley McMillen made a motion seconded by Merrill Gay to close the nominations. **The Board voted unanimously to close nominations.** Then, Jennifer and Michael addressed the Board.

Kurt Westby ordered a vote be taken. The results are as follows:

Board members present and voting for Michael Seid were; Stanley McMillen, Paul Lavoie and Michael Seid. Board member Susan Coleman was absent, but voted by email for Michael Seid.

Board members present and voting for Jennifer Putetti were; Jennifer Putetti, Kurt Westby, Deborah Schwartz, Merrill Gay, Merle Berkle-Schlessel, Monica Morneau and Helene Figueroa. Co-Chair Bhandary-Alexander was absent, but voted by email for Jennifer Putetti.

Kurt Westby declared Jennifer Putetti the new Co-Chair. Michael Seid congratulated her.

**Open discussion for Members:** Since the next report of the Board is due on December 1, 2017, some members discussed the urgent need to select and prioritize topics for consideration this year. Stanley McMillen and Michael Seid offered to review a report that was provided to the Board last year which highlighted topics for consideration. From this report, they would prepare a list of recommended priorities. Once completed, the list will be sent to Chris Caruso for distribution to the Board. Several members mentioned that the Board has already identified topics for consideration during the January 11<sup>th</sup> Board Meeting.

Michael Seid suggested that a Board meeting via conference call be held prior to the March 21<sup>st</sup> meeting in order to begin the discussion of prioritizing topics. He also felt that an additional hour should be added to next month's Board meeting. He felt that this would allow more time for discussion and finalizing of priorities. Kurt Westby asked Chris Caruso to speak with CT Department of Labor Attorney Heidi Lane to determine how the conference call can be conducted in conformity with the Freedom of Information statutes.

To assist in the process of finalizing Board priorities, Merle Berkle-Schlessel suggested that the Board engage the services of a professional facilitator. To that end, she suggested the name of Wally Hauck who has worked with her organization. Merle offered to contact him and would follow up with Chris Caruso.

In light of the Board's discussions, Kurt Westby felt that before any decisions are finalized, the Co-Chairs should be given the opportunity to recommend a course of action. With the absence of Co-Chair Bhandary-Alexander and Jenifer Putetti just being elected, he felt such a courtesy should be extended. Michael Seid disagreed feeling the Board members have the ability and authority to decide the course of action they wish to pursue.

The Board also discussed pending legislation at the State Capitol on issues relevant to the work of the Board. Carolyn Treiss from the CT Department of Labor offered to provide an update. She will email her report to Chris Caruso for distribution to the Board.

**Public Comment:** There were no members of the public present.

**Adjourn:**

After Kurt Westby thanked the Board, he entertained a motion by Helene Figueroa and seconded by Merle Berkle-Schlessel to adjourn the meeting. The motion passed unanimously.

**The Board adjourned at 4:25 P.M.**

Respectfully submitted,  
Christopher Caruso  
CT Department of Labor