



**SERC Board of Directors
DRAFT Virtual Regular Meeting Minutes
June 18, 2024
12:00 p.m. – 2:00 p.m.**

Present: Chairperson Agnes Quiñones, Erin Benham, Diane Clare-Kearney, Deputy Commissioner Sinthia Sone-Moyano, Jeff Leake, Stephen Higgins (joined by phone), and Tom Swan

Absent: Richard Porth

Others Present: Dr. Ingrid M. Canady, SERC Executive Director; Marjorie Davis, Associate Director; Kristy Giacco, Director of Program Budgets and Services Administration; Krystal Hewitt, Human Resources Manager; Michelle Weaver, Legal Counsel; Holly King, Contracts Manager; James Fried, CFO; Stephen Proffitt, Director of Special Education Programs Family/Community/Partnerships; Bob Sembiante, Director of Public Relations and Marketing, Ryan White, Director of Information Technology & Media Services; and Jennifer LeBrun, SERC Executive Assistant

**I. Call to Order –
Welcome, Jim Fried, SERC's Newly Appointed CFO**

Chairperson Quinones called the Meeting to order at 12:08 p.m. and welcomed Mr. James Fried to SERC as its new CFO and to his first SERC Board of Directors regular Meeting. Mr. Fried introduced himself to the Board Members.

II. Public Comment*

No Public Comment

III. Approval of Draft Minutes of April 30, 2024, Regular Meeting

"Motion to approve the draft minutes of the April 30, 2024, Regular Board Meeting."

Motion: Ms. Benham

Second: Mr. Swan

Vote on Motion:

In favor: 7 (Benham, Sone-Moyano, Quiñones, Leake, Higgins, Swan, Clare-Kearney)

Opposed: 0

Abstained: 0

IV. Action Item(s)

Approval of 2024-2025 SERC Budget

Dr. Canady presented a breakdown of the proposed projected SERC Budget for SERC's fiscal year 2025 and shared that it presents a very positive picture of SERC. Dr. Canady provided a detailed walkthrough of SERC's projected revenue sources, funds, projected program, and agency expenses to Board Members. She is pleased with the current projections and anticipates additional revenue sources.

Dr. Canady informed the Board that SERC receives many requests for contracts and emergency services, and there are concerns about whether we can meet all the demands without hiring additional staff. Dr. Canady will keep the Board updated on its hiring needs.

Conversation ensued around staffing.

"Motion to approve the 2024-2025 SERC Budget"

Motion: Mr. Leake

Second: Ms. Benham

Vote on Motion:

In favor: 7 (Benham, Sone-Moyano, Quiñones, Leake, Higgins, Swan, Clare-Kearney)

Opposed: 0

Abstained: 0

V. Executive Session

a. Property Matters

b. Personnel Matters

c. Policy Matters

"Motion to enter into Executive Session at 12:27 p.m."

Motion: Ms. Benham

Second: Mr. Leake

Vote on Motion:

In favor: 7 (Benham, Sone-Moyano, Quiñones, Leake, Higgins, Swan, Clare-Kearney)

Opposed: 0

Abstained: 0

Present in Executive Session: Chairperson Quinones, Erin Benham, Jeff Leake, Sinthia Sone-Moyano, Diane Clare-Kearney, Steven Higgins, Tom Swan, Ingrid Canady, SERC Executive Director, left the meeting at 12:42 p.m. Michelle Weaver, SERC Legal Counsel, left the meeting at 1:05 p.m. Krystal Hewitt, SERC HRManager, joined the Executive Session at 12:43 p.m. and left the meeting at 1:05 p.m.

"Motion to return to regular session at 1:08 p.m."

Motion: Ms. Benham

Second: Dr. Clare-Kearney

Vote on Motion:

In favor: 7 (Benham, Sone-Moyano, Quiñones, Leake, Higgins, Swan, Clare-Kearney)

Opposed: 0

Abstained: 0

VI. Updates from Executive Director Dr. Ingrid M. Canady

a. SERC Quasi-Public - 10th Anniversary

Dr. Canady shared that ten years ago, on June 13, 2014, SERC Legislation was signed into law. It has been ten years since SERC became a quasi-public entity. It has been ten years of learning, success, challenges, accomplishments, and celebration.

Dr. Canady showed Board Members a brief video created by SERC staff members Craig Struble and Greg Glidden, with Michelle Weaver's input, commemorating SERC as a historic entity.

b. Updates: Meeting with SDE Commissioner and Deputy Commissioners

Dr. Canady met with the Commissioner and Deputy Commissioners to discuss SERC's services, how they align with the CSDE, and ways for CSDE to use our services. SERC looks forward to working with CSDE to support the children and families in CT.

c. 2024-2025 Budget – Discussed before voting Action Item

d. Executive Director Goals 24-25

Dr. Canady's goals for this year will focus on:

Goal #1 Strategic Leadership and Planning

A well-crafted, innovative, strategic plan of action that guides the agency's direction for the next three years.

Goal #2 Community Relations & Advocacy

Engage in working alliances with vision-minded organizations to leverage positive influence and establish ongoing action-driven relationships.

Goal #3 Operational Program Effectiveness

Development of SERC's Racial Equity and Social Justice Program Model that articulates the agency's scope, sequence, core standards, and competencies associated with the delivery of SERC's racial equity programs and services.

Goal #4 A Culture of Investing and Sustainability- The SERC of the Future

Build SERC's internal talent's capacity for productivity and sustainability by striving to become an organization that enhances individual agency for generational growth and wealth.

Goal #5 Fiscal Management

Ensures that fiscal budget/controls are in place and all legal/regulatory compliance is satisfied on a timely basis.

There was general conversation about each goal.

e. Legislative Updates – Michelle Weaver

Ms. Weaver shared that SERC had requested a change to the language in one section of its current statute. The section previously stated, "The Commissioner may allocate funds to SERC." SERC asked that it be changed to, "The Commissioner shall allocate funds to SERC." This year, the language was changed and signed by the Governor. The next step will be to discuss the

amount of funds SERC will receive.

Conversation ensued.

VII. Committee Reports

a. Finance Committee

Ms. King reviewed the April 2024 Balance Sheet and Statement of Revenue Financial Statements.

Conversation ensued.

b. Program Committee; Presenter: Nicole Vitale, SERC Consultant

Nicole Vitale, SERC Consultant, shared information and a presentation regarding SERC's work with the Special Education Youth Council. Ms Vitale shared the history and the purpose of the Council.

c. Operations Committee – No Operations Committee Report

Ms. Weaver shared that the Committee continues to work on policies.

VIII. Updates from Dr. Agnes Quinones, Chairperson

a. SERC Board of Directors Retreat – August 14, 2024 (Facilitator/Agenda Recommendations)

Dr. Quinones informed the Board that she and Dr. Canady are working to secure the facilitator for the upcoming August 14th retreat.

b. Vice-Chairperson Position

The Vice-Chair position is still open. Dr. Quinones will be reaching out to potential candidates.

IX. SERC Foundation Update

a. Update from Jeffrey Leake, Chairperson, SERC Foundation

Ms. Davis shared information on behalf of Mr. Leake. She shared updates on the DSR Conference and its success. Next year's conference will be held on Friday, May 9, 2025, at the Connecticut Convention Center.

X. Adjournment

"Motion to adjourn meeting at 2:04 p.m."

Motion: Mr. Leake

Second: Dr. Clare-Kearney

Vote on Motion:

In favor: 7 (Benham, Sone-Moyano, Quiñones, Leake, Higgins, Swan, Clare-Kearney)

Opposed: 0

Abstained: 0

If you wish to join the public Meeting and/or speak during public comment, please email Jennifer LeBrun at lebrun@ctserc.org for the meeting link. If you would like Board Members to receive a copy of your remarks, please email them to Ms. LeBrun 24 hours before the Meeting. Each speaker is limited to three minutes.