**Manufacturing Innovation Advisory Board**

***Meeting Minutes***

**Department of Economic and Community Development**

October 20, 2022

1:00 - 2:30 PM

***via Teams Meeting***

**Attendance**

* Board Members Present: Paul Lavoie, Kelli Vallieres, Don Balducci, Colin Cooper, John Zoldy, Chris DiPentima, Mike Rocheleau
* Board Members Absent: Mark Burzynski, Emir Redzic, Beverlee Dacey, Raquel Rivera
* Quorum: Yes
* Stakeholders & Guests: Bernice Zampano (DOL), Ron Angelo (CCAT), Paul Striebel (CCAT), John Glidden (CCAT), Joe Wysocki (CCAT), Beatriz Gutierrez (CONNSTEP), Mike Stimson (CONNSTEP), Jeff Orszak (CONNSTEP), Leigh Appleby (CSCU), Jim Frawley (Adams & Knight), Mary Bidwell (CSCU), Richard Dupont (CSCU), Ashley Zane (CBIA), Laurie Surprenant (Leaps & Bones LLC)
* DECD Staff: Michelle Hall, Beth Trenchard

**Welcome**

Paul Lavoie opened the meeting at 1:05 PM.

**Minutes (Vote)**

Mike Rocheleau moved to have the August 18, 2022 meeting minutes approved. Colin Cooper seconded the motion. The motion passed unanimously.

**MIF Program Changes (Vote)**

Ron Angelo informed the Board that there is confusion regarding the eligibility requirements for the various MIF grant programs administered by CCAT due to the inconsistencies. He requested increasing the threshold to 300 for all programs. A discussion ensued among Board members. As a result of the discussion, the following was voted upon:

*Approval to increase the eligible company size to a maximum of 300 employees for participation in the Apprenticeship, SIRI and CYBER Assistance, and Engineering Intern programs and* *maintain the maximum of 100 employees for the Manufacturing Voucher Program.*

Mike Rocheleau motioned, and Colin Cooper seconded. The motion passed unanimously.

**Incumbent Worker Training Program (Vote)**

Ron Angelo requested increasing the time period for a participating company to spend the incumbent worker training funds from 6 months to one year. A discussion ensued among Board members. As a result of the discussion, the following was voted upon:

*Approval to allow training expenses for the Incumbent Worker Training Program to be aggregated over one-year instead of six months.*

The motion unanimously did not pass.

**MVP Program (Vote)**

Paul Striebel provided the following update on the Manufacturing Voucher Program:

|  |  |
| --- | --- |
| Total Pass-Thru - $2,015,808  |  |
| Dollars Awarded  | $1,354,557 |
| Not Awarded | $661,251 |
| Pending requests under review | $731,739 |
| Avail Surplus/Shortfall | -$70,488 |

He requested $5M in additional program funding to meet the current shortfall and support future funding requests. A discussion ensued among Board members. As a result of the discussion, the following was voted upon:

*Approval to add $5 million to the Manufacturing Voucher Program to be utilized over the next 18 months.*

Mike Rocheleau motioned, and Kelli Vallieres seconded. The motion passed unanimously.

**CONNEX Proposal (Vote)**

Mike Stimson presented CONNEX Marketplace – an online SaaS platform that connects U.S. manufacturers, suppliers and buyers into a single, accurate, searchable supply-chain database and solution. Benefits to CT stakeholders and manufacturers include:

• Centrally visualize and manage all approximately 3,900 CT manufacturers on a single, cloud platform.

• Identify CT manufacturing strengths, weaknesses, and gaps in state capabilities.

• Provide an overview of CT supply chains, their risks, and ways to mitigate them, such as quickly finding alternate local suppliers.

• Assist CT manufacturers to find and identify new business opportunities within CT and nationally.

Budget: Year 1 -$335,800 and Year 2 -$270,800

* 1. A discussion ensued among Board members emphasizing the importance of the availability of technical resources and incorporating impactful deliverables and metrics to gauge success. As a result of the discussion, the following was voted upon:

*Approval for CONNSTEP to enter into a contract with CONNEX to build the CONNEX Marketplace in Connecticut – with the caveat that specific goals, deliverables and metrics will be included to measure program success.*

The motion passed with a count of *5 – yes; 2 – abstain.*

**DMI 2.0 MIF Matching Funds (Vote)**

Paul Lavoie informed the Board that the pilot phase of the federal-funded Digital Model Initiative is wrapping up. Strategic planning is currently underway for DMI 2.0 which will rollout Model-Based Definition (MBD) to the CT defense manufacturing supply chain. The Dept. of Economic and Community Development is seeking $1.5M in grant funding from the U.S. DoD’s Office of Local Defense Community Cooperation (OLDCC) – proposal pending. Grant recipients are required to provide a minimum of 10% in matching funds. The request is for $300K in MIF matching funds. A discussion ensued among Board members. As a result of the discussion, the following was voted upon:

* 1. *Approval of a $300,000 MIF match contingent upon a $1.5 million investment from OLDCC.*

Colin Cooper motioned, and Mike Rocheleau seconded. The motion passed unanimously.

**Manufacturing Ambassador Program (Vote)**

Leigh Appleby provided an overview of the Manufacturing Ambassador Program to organize a group of well-informed CT residents who can share the good news about manufacturing. Activities for program implementation include:

* 1. Develop and host website with resource portal
	2. Develop creative merchandise/promotional products
	3. Develop email content and outreach plan
	4. Promote webinars and podcasts
	5. Project management and reporting

A discussion ensued among Board members. As a result of the discussion, the following was voted upon:

*Provide $300,000 to CSCU to implement the Manufacturing Ambassador Program.*

Kelli Vallieres motioned, and Chris DiPentima seconded. The motion passed unanimously.

**Portfolio Review**

Paul Lavoie provided an overview of the funding status of the major programs and administrative expenditures, including the current unexpended amounts for each MIF program.

**Annual Report**

Jim Frawley discussed the proposed concept development, content and design for the MIF Annual Report, as well as the timeline. The Board will vote on the final report in December.

**College Connections**

Mary Bidwell and Rich Dupont presented the following update on the College Connections program and plans to increase enrollment.

ACC and HCC have 92 high school students enrolled in courses this fall

Spring 2023 – Begin classes in the Waterbury and Torrington School Districts for the NVCC Program and work with Danbury high schools to offer classes at new NVCC satellite location at WCSU.

Work with Instructional Research points of contact to run statistics tracking 1) enrollments, 2) completions, and 3) number of students who enrolled after HS and a certificate.

In early November, meet with staff from CT Ready to discuss Student 5.0 (CareerConnect program) to potentially partner to expand manufacturing offerings.

**Other Initiatives**

Paul Lavoie provided an update on the Manufacturing Website and Strategic Plan. Apprenticeship, Incumbent Worker Training and Industry 4.0 programs will be discussed at future Board meetings.

**Other Business**

Paul Lavoie requested scheduling a meeting in November. A discussion ensued among Board members. As a result of the discussion, the following was voted upon:

*Approval to add a November meeting to the 2022 Board meeting schedule – date and time to be determined.*

Mike Rocheleau motioned, and Kelli Vallieres seconded. The motion passed unanimously.

**Meeting Adjournment**

Paul Lavoie requested a motion to adjourn the meeting. Mike Rocheleau moved the motion and Colin Cooper seconded. Motion passed unanimously. Mr. Lavoie closed the meeting at 2:59 PM.