

STATE OF CONNECTICUT
POLICY & GOVERNANCE COMMITTEE MEETING MINUTES – Draft
MARCH 20, 2025, Meeting 10:00 A.M.
Virtual Meeting via Teams

Call to Order, Welcome and Attendance

Ed Shirley called the meeting to order at 10:02 p.m., welcoming committee members, and members of the public. He proceeded to conduct the roll call.

Tina Beamon – Present

Kyle Abercrombie – Present

Avery Gaddis – Present

A quorum was confirmed.

Approval of December 19, 2024, meeting minutes.

Motion: To approve the minutes of the December 19, 2024, meeting.

Moved by: Avery Gaddis

Seconded by: Kyle Abercrombie

Vote: Ayes – Gaddis, Abercrombie; Abstention – Beamon (was not present at the December meeting)

Result: Motion carried.

Motion passed unanimously.

Chief Executive Officer Report – Brandon McGee

Mr. McGee introduced staff and reviewed the SEC's mission and vision. He provided an overview of the meeting agenda and items for discussion and recommendation.

Proposed Bylaw Amendments

Mr. McGee presented proposed updates to the SEC bylaws. Key changes included:

1. **Section 5.6 – Budget Reallocation**

- Allow the Chief Executive Officer to reallocate up to 20% or \$10,000 (whichever is greater) between line items without additional Council approval.
- Clarification provided that reallocation does not exceed the total budgeted amount.

2. **Attendance Policy**

- Recommend updating language to excuse extended absences (e.g., medical, parental leave), aligning with statutory requirements.

3. **Personnel and Hiring**

- Align hiring practices with Department of Administrative Services (DAS) guidelines.
- Council input welcomed in job specification development and candidate selection.

4. **Signature Authority (Section 3.5)**

- Raise the Executive Officer's contract signing threshold from \$50,000 to \$100,000 to improve operational efficiency.
- Oversight by the Chair and compliance with DECD and OPM policies will remain.

5. **Workforce Development Plans**

- Language updated to align with current practices and social equity planning.

6. **Quarterly Reports (Section 5.5)**

- Executive Officer required to submit all statutorily mandated reports.
- Broad language adopted to avoid frequent bylaw changes due to new report mandates.

Motion: To recommend the proposed bylaw amendments to the full Council for consideration.

Moved by: Avery Gaddis

Seconded by: Kyle Abercrombie

Discussion: Councilmember Beamon sought clarification on language in Section 5.6. Members agreed to finalize language before full Council presentation.

Vote: Unanimous approval

Result: Motion carried.

Disproportionately Impacted Areas (DIA) Policy Update

Legal Director Mariedy Collazo Cruz presented a proposed update to the DIA policy:

- **Proposal:** Individuals certified under the 2021 or 2022 DIA maps would retain social equity status until a new map is certified.
- This allows continuity for applicants previously qualified under past criteria.

Motion: To recommend the proposed policy to the full Council.

Moved by: Avery Gaddis

Seconded by: Kyle Abercrombie

Vote: Unanimous approval

Result: Motion carried.

Social Equity Plan Criteria & Rubric – Update by Cesar Valentin

Mr. Valentin presented updates to the SEC's social equity plan rubric and criteria, with highlights included:

- Use of social determinants of health as a framework.
- Required documentation of community engagement activities.
- Inclusion of stakeholder interviews and community member feedback.
- Templates provided to entrepreneurs for plan submission and tracking.
- Rubric scoring updated to include mid-range point values for better flexibility.
- Greater clarity on letters of support and minority business enterprise requirements.

Council members commended the clarity, accessibility, and rigor of the updates.

Equity Joint Venture Ownership Discussion

Kristina Diamond provided an update on stakeholder discussions regarding the potential legislative change from a **7-year to 3-year** ownership restriction period for equity joint ventures.

- While some seek more flexibility, others prefer maintaining the 7-year rule to protect social equity entrepreneurs.
- SEC staff is gathering more feedback and will continue discussions at the upcoming **Legislative Committee meeting on March 26, 2025.**

For the Good of the Order

Ed Shirley opened the floor for any final remarks but noted that there were no additional comments.

Adjourn

Councilmember Gaddis moved to adjourn the meeting.

Seconded by: Kyle Abercrombie

Vote: Unanimous approval

Meeting adjourned at: 11:53 PM