

BOARD MEETING MINUTES

Wednesday, February 11, 2026

Board Members in Attendance via Electronic Device: Eva Bermudez Zimmerman, Easha Canada, Andrea Comer, Sheila Hummel, Ellen McKitterick, Fran Pastore, David Salazar-Austin, Mike Soltis, Holly Williams, Janée Woods Weber, Justin Zartman

Board Members Absent: Adrienne Cochrane, Eleanor Michael, Molly Weston Williamson, Melissa Ziobron

CT Paid Leave Staff in Attendance via Electronic Device: Erin Choquette, Michael Cisar, Amber Forrest, Madeline Granato, David Marcone, Stephanie Oliveras, Loc Pho, John Simonetti, Priscilla Torcello, Jessica Vargas

1. Welcome & Call to Order-

Board Chair Fran Pastore called the meeting to order at 9:01 a.m. Executive Assistant Amber Forrest took attendance by roll call and confirmed the existence of a quorum. Ms. Pastore acknowledged members of the public in attendance.

2. Review & Approve January 8, 2026, Meeting Minutes-

Ms. Pastore asked for a review of the January 8, 2026, meeting minutes and a motion to approve. There were no corrections. Andrea Comer motioned to approve the minutes, and Justin Zartman seconded that motion. There was no further discussion. Ms. Comer Abstained. None opposed. The motion carried.

3. Outreach & Engagement Quarterly Update-

Chief Experience Officer Jessica Vargas provided the Outreach & Engagement quarterly update which included:

- 2025 O&E Activities Recap
- CT Paid Leave in Your Town
- In Person Events Update
- Family Expo Recap
- School Outreach Final Recap
- Employer Outreach Part 1
- Community Education Coordinators Update
- Creative Update

Board Members suggested that the Authority analyze claim demographics as part of our efforts to reach out to populations that may not be utilizing the program.

4. Discussion and Vote to Approve Development of a Leave Management Conference for Employers-

Ms. Vargas led the discussion on the development of a leave management conference for employers, which is intended to supplement webinars by providing an in-person setting to enable the Authority and other organizations to provide more in-depth information and address more complex questions and concerns.

Ms. Pastore asked for a motion to approve the development of a leave management conference for employers. Eva Bermudez Zimmerman motioned, and Easha Canada

seconded that motion. There was no further discussion. None abstained. None opposed. The motion carried.

5. Legislative Update

Government & Community Relations Manager Madeline Granato provided an update on the legislative session, which began on February 4th and will end on May 6th.

6. Committee Reports-

a. Policy & Personnel

David Salazar-Austin reported that the Committee did not meet in February. The next scheduled meeting is March 3rd.

b. Outreach & Engagement

Ms. Bermudez Zimmerman reported that the Committee did not meet in February. The next scheduled meeting is on March 19th.

c. Finance & Audit

Ms. Williams reported that the Finance & Audit Committee met in January and received the presentation of the regular financial reports. Dave Marcone shared the following financial reports:

- Actual to Budget Operating Funds for the Month of December 2025
- Actual to Budget Bond Funds for the Month of December 2025
- Bond Schedule (Inception to Date)
- Actual to Budget Contribution Trust Funds for the Month of December 2025
- Contribution Schedule (Inception to Date)
- Statement of Fiduciary Net Position as of December 2025
- Operating Projection FY2026
- Contribution Projection for FY2026
- Draft expenditures and contributions for January 2026

7. CEO Report-

CEO Erin Choquette thanked the Board for allowing the Authority to move forward with the Leave Management Conference for Employers. She also reported that the update for advocates had to be canceled due to the weather and will be rescheduled.

Ms. Choquette shared with the Board that the Authority has been working closely with the Actuaries to analyze claim trends, noting that we received the highest number of claims in program history in January 2026.

8. Old Business- None

9. New Business- None

10. Adjournment-

Ms. Pastore asked the Board for a motion to adjourn. Ms. Canada motioned, and Ms. Comer seconded that motion. All were in favor. None opposed. None abstained. The motion carried. The meeting adjourned at 9:51 A.M.

Meeting Recording Here: <https://youtu.be/e6cwjJoTwLA>

Agenda Attachments:

- *Item 3- Outreach & Engagement Update*
- *Item 4- Discussion regarding the Development of a Leave Management Conference for Employers*
- *Item 5- Legislative Update*
- *Item 6- December Financial Reports*