

BOARD MEETING MINUTES

Thursday, October 9, 2025

Board Members in Attendance via Electronic Device: Eva Bermudez Zimmerman, Easha Canada, Adrienne Cochrane, Andrea Comer, Sheila Hummel, Ellen McKitterick, Eleanor Michael, David Salazar-Austin, Molly Weston Williamson, Holly Williams, Janée Woods Weber, Justin Zartman, Melissa Ziobron

Board Members Absent: Fran Pastore, Mike Soltis

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

1. Welcome & Call to Order

Board Vice Chair Eleanor Michael called the meeting to order at 9:02 a.m. Executive Assistant Amber Forrest took attendance by roll call and confirmed the existence of a quorum. Ms. Michael acknowledged members of the public in attendance.

2. Review & Approve September 11, 2025, Meeting Minutes

Ms. Michael asked for a review of the September 11, 2025, meeting minutes and a motion to approve. There were no corrections. Easha Canada motioned to approve the minutes, and Melissa Ziobron seconded that motion. There was no further discussion. Ellen McKitterick, Andrea Comer and Adrienne Cochrane abstained. None opposed. The motion carried.

3. Historical Review of Expenses

Controller Dave Marcone presented the Historical Review of Expenses, which provided the trends and details of the expenses for the State's Paid Leave Program for the fiscal years 2020 -2025. Mr. Marcone and CEO Erin Choquette responded to questions from Board members.

4. CT Paid Leave Compared with Other State Programs

CEO Erin Choquette led a discussion about the CT Paid Leave program compared with other states' paid leave programs.

5. Quarterly Outreach & Engagement Update

Chief Experience Officer Jessica Vargas provided the Outreach & Engagement updates, which included:

- Stretching Outreach Dollars
- Events/ Upcoming In-Person Events
- CECI Update: Q2 Results
- 2026 CEC Request for Proposals
- Contract Renewal with Current CECs
- Family Fun Expo and Resource Fair: 10/18
- School Outreach

Ms. Vargas and Ms. Choquette responded to questions from Board members.

6. Administrative Matters relating to Board Membership

Ms. Choquette reviewed the roles of the Executive Officers and asked Board members to notify Board Chair Fran Pastore and herself if they would be willing to serve as Vice Chair or Secretary in 2026. She also reviewed the current committee membership and asked Board members to notify staff if they wished to make any changes to their committee assignments. Finally, she asked the Board members to complete and return updated contact and organization affiliation forms that will be sent to them.

7. Committee Reports-

a. Policy & Personnel

Ms. Choquette reported that the Committee did not meet this month. The next meeting is on Nov 4th.

b. Outreach & Engagement

Molly Weston Williamson reported the Committee met in September and received the Outreach and Engagement Update, including an update on the CECI RFP posting and timeline. The next meeting is on Nov 20th.

c. Finance & Audit

Holly Williams reported that the Committee met in September and discussed the historical review of expenses that was shared today.

Mr. Marcone shared the August financial reports:

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

8. CEO Report

Ms. Choquette thanked the Board for their hard work and participation.

9. Old Business- None

10. New Business- None

11. Adjournment-

Ms. Michael asked the Board for a motion to adjourn. Ms. Comer motioned, and Ms. Williams seconded that motion. All were in favor. None opposed. None abstained. The motion carried. The meeting adjourned at 10:41 A.M.

Meeting Recording Here: https://youtu.be/mln_rYhnwwI

Agenda Attachments:

- *Item 3- Historical Review of Expenses*
- *Item 4- CT Paid Leave Compared with other State Programs*
- *Item 5 - Quarterly Outreach & Engagement Update*
- *Item 6- Administrative Matters Relating to Board Membership*
- *Item 7- August Financial Reports*