

EXECUTIVE COMMITTEE

JANUARY 3, 2017

8:00 A.M. HUMAN SERVICES BUILDING ANNEX

PRESENT: D. Burrows, A. Hendrix, M. Stazi, S. Pronti, J. Matteson, J. Mareane, L. Patz, M. Stamm
EXCUSED: A. Bishop
STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chairman Burrows called the meeting to order at 8:02 a.m.

APPROVAL OF MINUTES

It was Moved by Mr. Mareane, seconded by Mr. Matteson and adopted by voice vote of members present to approve the minutes of November 1, 2016.

NOVEMBER FISCAL REPORTS – WDB AND OFFICE OF EMPLOYMENT AND TRAINING

Ms. Mattick provided revised fiscal reports for the Office of Employment and Training noting the budget amounts were from last year and they have been updated. The year-to-date amounts have been reported correctly. She reported that the WFD and OET expenses are where expected for this point in the year. In the OET budget, the majority of funding for tuition has obligated at this point. Subcontracts for the WFDB are on track, all of the summer youth expenditures have been paid, but the final allocation for the program has not yet been released. She noted a payment of \$18,000 for the Ticket to Work Program was received in December and this program continues to do great things. Mr. Burrows asked what happens with the funds and do they return to the County. Ms. Mattick stated the funds remain in the WFDB's budget. Mr. Mareane asked if the savings that have occurred in the staffing lines can be moved to tuition. Ms. Mattick stated that savings on any line within the budget can be reprogrammed to tuition. Ms. Mattick reported that contractor expenses are where they should be at this point in the year.

Mr. Pronti arrived at 8:07 a.m.

PY16 DW TO ADULT TRANSFER UPDATE – DISPUTE WITH NYSDOL

Ms. Mattick reported the Executive Committee acted on behalf of the Board at their November meeting and authorized the transfer of up to \$35,000 from dislocated worker funding line to adult. This action was subsequently reported on at the full Board meeting in December. Following that meeting Ms. Mattick submitted the transfer request to NYSDOL, who is questioning the action taken by the Executive Committee, saying it is insufficient and she failed to seek approval from the full Board. The procedure that was followed is what is currently within technical guidance provided by NYSDOL. Ms. Mattick has been in discussions with NYSDOL, has pointed out that the current guidance was followed, that the Board's bylaws authorize the Executive Committee to act on behalf of the Board when needed and she is still being met with disapproval of the actions taken. NYSDOL has indicated they will conditionally approve the request contingent on Board approval at their February meeting. She noted they have also offered to provide guidance amending the Board's bylaws, which she strongly disagrees with because the bylaws were reviewed by the County Attorney and approved by the County Legislature and the Workforce Development Board.

Following discussion, there was consensus by the Committee to have the full Board ratify the action of the Executive Committee at their next meeting. In addition there was consensus that our current bylaws are appropriate and allow us to operate between board meetings given that the full board meets 5x per year.

COMMITTEE UPDATES

YOUTH OVERSIGHT COMMITTEE

Ms. Hendrix reported the Committee is beginning the RFP process for the Summer Youth Employment Program. She stated a brainstorming session is being held with youth providers without funders being present to discuss youth employment, who they are serving and who they would like to be serving. The Youth Oversight will be reviewing the notes from that meeting to see if there are any suggestions that can be incorporated into the RFP.

INDIVIDUALS WITH DISABILITIES COMMITTEE

Mr. Matteson reported the Committee has met and reviewed their plan for the last year which was focused on connecting youth with the services that are available once they exit high school. The group's next focus will be to look at ways to get individuals paid vs. subsidized employment.

ONE STOP OPERATIONS AND OVERSIGHT

Mr. Bishop was not in attendance. The Committee's next meeting is scheduled for Thursday, January 5, 2017.

GOVERNANCE AND MEMBERSHIP

Mr. Pronti reported that Antoinette Derbyshire, Senior HR Manager at Borg Warner has agreed to participate on the Board. The hope is to have her appointed in time to attend the February Board meeting.

CHAIR UPDATES

Mr. Burrows had no report.

DIRECTOR UPDATES

Ms. Mattick reported employers participating in the advanced manufacturing initiative are being brought back together on January 24, 2017. The meeting is being hosted at BorgWarner and will focus on brainstorming and deciding how they want to move forward. Mr. Matteson stated BOCES has the adult Precision Machining program and they are looking to get a youth program, but if that isn't in place by March the slot will be filled with something else.

On January 18, 2017, Ms. Mattick and Mr. Stamm will be participating in the NYS Economic Development Council Conference presenting on economic development and workforce development working together closely.

ONE STOP PROCUREMENT UPDATE

The One Stop Operator Request for Qualifications has been released and responses are due on January 25, 2017. Once received, Mr. Burrows and Ms. Mattick will meet to discuss next steps.

FEBRUARY BOARD MEETING AGENDA UPDATE

Airport Manager Mike Hall will be asked to present on local and regional air travel at the next meeting.

Tompkins County is an employment powerhouse but there are issues such as transportation and housing that need attention. The purpose of having individuals attend board meeting is to inform the board about the issues and the obstacles to employment and building the economy, understanding the barriers and getting the information to policymakers who can affect change.

Mr. Burrows stated there are very big systemic problems that need additional resources and power. Additional legwork is needed to be able to show what changes could occur with certain actions.

Mr. Matteson stated the Board should look at the various issues first and then issue policy statements.

Mr. Mareane stated that when you look at the housing issues in the County, there is opposition that can't be overcome when it comes to getting approval. Because the WFDB doesn't have an agenda other than employment, they can provide statements that they (decision makers) can use as another tool when making decisions. He noted that projects aren't always met with opposition, for some it's a matter of resources.

Mr. Stamm noted these same discussions are occurring with the TCAD Board. They are also partnering with the Chamber of Commerce.

ADJOURNMENT

It was Moved by Mr. Pronti and unanimously seconded to adjourn the meeting at 9:12 a.m. The next meeting is scheduled for February 7, 2017 at 9 a.m. at the Human Services Building Annex.

Minutes prepared by Jennifer Luu.