

EXECUTIVE COMMITTEE

AUGUST 1, 2017

8:00 A.M.

HUMAN SERVICES BUILDING ANNEX

PRESENT: D. Burrows, M. Stazi, S. Pronti, A. Hendrix, J. Mareane, A. Bishop

EXCUSED: M. Stamm, J. Matteson

STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chairman Burrows called the meeting to order at 8:18 a.m.

BOARD ORIENTATION UPDATE

Planning is underway and a draft agenda was distributed for the board orientation. Suggested dates are September 11 or 12, 2017. A location is being sought. Mr. Pronti indicated he would check to see if the Trust Company Board Room is available. Ms. Mattick will be reviewing the evaluations from the previous orientation done in 2015 and the agenda will be refined.

APPROVAL OF MINUTES

It was Moved by Mr. Pronti, seconded by Mr. Mareane and adopted by voice vote of members present to approve the minutes of June 6, 2017.

PROCUREMENT POLICY

The policy is a requirement of the State. The addition for micro-purchases is the only change. Mr. Pronti asked why the State has to approve purchases over \$5,000. Ms. Mattick indicated that it is a requirement in the Federal OMB Circular. It was Moved by Mr. Mareane, seconded by Mr. Bishop and adopted by voice vote of members present to approve the procurement policy as amended.

MAY & JUNE FISCAL REPORTS – WDB AND OFFICE OF EMPLOYMENT AND TRAINING

Ms. Mattick stated that the June reports reflect revenue that exceeds expenditures due to the summer youth TANF funding being received in June rather than July. Other than that, there is nothing out of the ordinary in the reports.

Mr. Burrows asked if additional information has been received relating to potential funding cuts. Ms. Mattick stated there isn't, but noted that advocacy efforts are ramping up. She is still hearing there will be cuts of 20%. There have been a lot of delays with the implementation of WIOA and the feds are hearing a lot of complaints. Waivers have been requested by some states, but the Feds have stated they be approving waivers for the the first couple of years because they want to see the program in operation for a while before they will consider waivers. There has been a lot of focus nationally regarding the use of apprenticeship programs to develop the workforce, but they are one tool in a what needs to be a much broader toolbox to develop the workforce.

Mr. Burrows asked if the State is aware of the situation in Tompkins County and that Tompkins is providing much of the jobs for surrounding counties that are losing population. There was discussion about providing a housing update at the December Board meeting and Mr. Mareane offered to pull together data for that meeting.

COMMITTEE UPDATES

GOVERNANCE AND MEMBERSHIP

Ms. Mattick reported Mike Talarski has retired from the IBEW. She will be working with Mr. Stamm to identify an individual to fill that vacancy. There is still a vacancy for the Borg Warner seat and Ms. Mattick will follow up with Mr. Pronti.

YOUTH OVERSIGHT

Ms. Hendrix reported the Committee met with the Office of Employment and Training to discuss how WIOA youth program went last year. She reported the Summer Youth Employment Program is going well and program monitoring is complete. Expenditure rates are very close to being met. Ms. Mattick stated that further analysis is needed as she does not believe the Office of Employment and Training or Challenge Workforce Solutions will meet the first milestone expenditure rate requirements in the contract. Ms. Mattick and Ms. Hendrix will have a follow up discussion.

Ms. Hendrix also reported the Committee will be holding a retreat next week to discuss the direction of youth employment and where the greatest needs exist. They are having conversations about which youth are most in need, for example, those that have strong parental advocacy have greater participation and while they meet the income guidelines, they might not have the greatest need for skills training.

Mr. Burrows asked if Challenge has a great challenge meeting expenditures due to the nature of the populations they serve. Ms. Mattick stated this does not seem to be an issue as they overspent their funding last year. She stated that each of the contracts with contractors have milestones that need to be met for participant salary and fringe expenditures and at this point they aren't on track. She also noted that one of the biggest hurdles the program faces is the fact that it is cost reimbursed which limits the number of community agencies that can and/or will apply for the funding. It may be possible to include additional organizations if an RFP isn't required, but she will need to look into this. She stated that the program in Tompkins County is seen as a best practice in New York State, especially with the services that are being provided to foster care youth.

Ms. Hendrix stated that the Youth Employment Resource Team (YERT) is an offshoot from the implementation of WIOA and they are doing some really neat things. There is a lot of cross collaboration that is occurring within that group.

INDIVIDUALS WITH DISABILITIES

The Committee has not met.

ONE STOP OPERATIONS AND OVERSIGHT

Mr. Bishop did not have a report.

DIRECTOR'S UPDATE

Ms. Mattick reported that the interviewing team for the Director of Employment and Training will include herself, the manager for NYSDOL and a staff member from the County's Office of Human Resources. The search was extended two weeks. She expects interviews to be in late August.

She reported that the County budget process is underway and the budget request for both the Workforce Development Board and the Office of Employment and Training has been submitted and the review process has begun.

She noted that the MOU has been submitted to the State for signature approval. The Technical Advisory relating to infrastructure costs has not been received from the State. This is the second component for the MOU and is due in December.

ADJOURNMENT

The meeting adjourned at 9:18 a.m. The next meeting will be held September 5, 2017 at 8 a.m. in the Human Services Building Annex.

Minutes prepared by Jennifer Luu.