

EXECUTIVE COMMITTEE

SEPTEMBER 5, 2017

8:00 A.M.

HUMAN SERVICES BUILDING ANNEX

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

EXCUSED: M. Stazi, J. Matteson, A. Bishop

STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chairman Burrows called the meeting to order at 8:12 a.m.

APPROVAL OF MINUTES

The minutes of August 1, 2017 were deferred to the October meeting. The wrong version was distributed with the agenda packet.

BOARD ORIENTATION UPDATE

Board orientation is scheduled for September 22, 2017 in the Tompkins Trust Board Room. An email has gone out to Board members encouraging participation. Responses were requested by September 15th. The agenda for the meeting will be very similar to the orientation conducted in 2015.

DIRECTOR UPDATES - SYEP, OET DIRECTOR SEARCH, MOU, COUNTY BUDGET, LICENSED PRACTICAL NURSE TRAINING PROJECT

Ms. Mattick reported the MOU was submitted to the State in the middle of May. She was just notified that all of the state agencies legal counsel has indicated it is ready for signatures. Now it is on hold because both the OET Director and DSS Commissioner, who participated in the negotiations of the document and are listed as the program contacts for each agency, have left their positions. She is waiting for guidance from the state on how to proceed.

She reported she will be in Albany later this week for discussion around the infrastructure component of the MOU. This is due by the end of the year. Discussions will include all partners and all will need to sign, but it only affects those partners that are on site at One Stop Center.

Ms. Mattick reported that the budget request to the County includes an over target request of \$30,000 for the Office of Employment and Training to cover expected rent increases. She believes the Department of Labor will be moving to a FTE model. Previous agreements have been based on squared footage.

Mr. Pronti arrived at 8:18 a.m..

Ms. Mattick reported that since the last meeting NYSDOL has been in to do procurement review and there may a finding that the One Stop Operator was procured without any funding being budgeted. NYSDOL and USDOL having a disagreement with USDOL stating that releasing RFP without funding is not allowing for competition. The problem is that state's guidance to local areas stated that it was okay. She stated that if the finding occurs she will bring it to the Committee for input.

Mr. Burrows asked if it becomes necessary to including funding, how much would need to be budgeted and where would the funds come from. Ms. Mattick stated she would suggest including

\$5,000 to cover the operator convening four meetings annually and reduce the allocation to the Office of Employment and Training by the same amount.

Ms. Mattick reported on the OET Director search. There were 12 qualified applicants, seven phone interviews were conducted three finalists were identified. Interviews will be conducted in the next couple of weeks and the hope is to have a new director on staff in mid-October or the first of November. She stated center operations are running smoothly currently.

OCTOBER BOARD MEETING

Ms. Mattick and Mr. Burrows met with Sue Dale-Hall of the Child Development Council and Ms. Hall will be the speaker at the October meeting to discuss childcare in relation to workforce issues.

COMMITTEE UPDATES

YOUTH OVERSIGHT

Ms. Hendrix reported the Committee held a retreat in August. They will begin looking at the RFP for both the WIOA Youth Program. Approval to release the RFP will be requested at the October Board meeting.

SERVICES TO INDIVIDUALS WITH DISABILITIES

Mr. Matteson was not in attendance.

ONE STOP OPERATIONS AND OVERSIGHT

Mr. Bishop was not in attendance.

GOVERNANCE AND MEMBERSHIP

Mr. Stamm did not have a report.

OTHER

Ms. Mattick reported health care and human services are a big challenge within the County. Planning is underway to pull together a group of employers to get a Licensed Practical Nursing program started in the County. Due to a change in regulations, there is a significant need currently. The meeting is being held on September 18th at Cayuga Medical Center to discuss the situation and get employer buy-in and support. It's expected that 30 people will be attending and there is a goal to have a program underway in the spring 2018.

ADJOURNMENT

The meeting adjourned at 9:08 a.m. The next meeting is scheduled for Tuesday, October 3, 2017 at 8 a.m. in the Human Services Building Annex.

Minutes prepared by Jennifer Luu.