

EXECUTIVE COMMITTEE

OCTOBER 3, 2017

8:00 A.M.

HUMAN SERVICES BUILDING ANNEX

PRESENT: D. Burrows, M. Stazi, S. Pronti, J. Matteson, J. Mareane

EXCUSED: M. Stamm, A. Hendrix, A. Bishop

STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chairman Burrows called the meeting to order at 8:06 a.m.

DIRECTOR UPDATES

SUMMER YOUTH EMPLOYMENT PROGRAM

Ms. Mattick reported that the Summer Youth Employment Program is finishing up and providers are getting their final expenditures in for payment. She does not expect to have any under expenditures for the program. Approximately 200 youth were served this summer, just slightly fewer than last year. She noted that each year as the minimum wage has increased, the Governor and included those increases in his budget. She stated contractors have been keeping pace with the 65% expenditure rate and she noted that this year there were additional funds awarded to the Ithaca Youth Bureau to fund their work with foster care youth. This was done as part of the innovation piece that was included in the RFP.

OET DIRECTOR SEARCH

Ms. Mattick reported the search for the Director of the Office of Employment and Training is underway, but has taken longer than expected. The canvas resulted in 12 approved candidates and this was narrowed to 7 phone interviews. Of those 7, the number was pared down to 4, but 2 of those individuals withdrew. The remaining 2 were interviewed and reference checks are underway. Due to the nature of the fiscal planning that occurs within the department, this is an area where there is additional scrutiny to ensure that the individual can meet those demands.

Mr. Mareane arrived at 8:15 a.m.

LOCAL PLAN DEADLINES

Ms. Mattick reported the State has released a technical advisory regarding the local plan and due to the timing of our Board meetings, she requested an extension to December 15 to allow for Board approval. There is a mandatory public notice and 30 day comment period and she is reviewing the plan questions and guidelines at this time. The Plan is a compliance document and although it is called a local plan, the process is driven by the State. She stated that she has received feedback from Board members that they would like more involvement and she will offer a meeting to Board members to provide feedback. The suggestion was made that the meeting occur following the December Executive Committee meeting at 9:30 a.m. at either the Office for the Aging or in the Trust Company Board Room.

MOU

All local signatures have been received for the MOU, but there are still some outstanding from State officials. Once all signatures are received, the complete document will be sent out to all parties. The next meeting of the group will be on October 12th. Phase 2 of the MOU process involves discussion around infrastructure costs. This phase only involves onsite partners financially (4 total), but all partners will be brought together to keep them engaged in the process.

COUNTY BUDGET

Ms. Mattick reported she presented the Board and OET budgets to the County Legislature back in September. Two last minute over target requests were submitted, one to fund a half-time administrative coordinator position for the Board and the second was a \$30,000 request to cover anticipated increased rent costs at the Center. She stated the administrative coordinator position will help to free up the Director's time to work on increasing business engagement. The anticipated rent increase is due to the formula being changed by NYSDOL from square footage per person to number of FTE's.

Mr. Mareane asked if the County should be looking at lower cost alternatives to house the Career Center. Ms. Mattick stated this would be ideal, but noted the current lease between Center Ithaca and NYSDOL does not expire for some time. She also stated that alternatives were considered previously but none were viable. Mr. Mareane suggested a space study be conducted and other options exhausted.

CENTER MANAGER OFFICE MOVE

The NYSDOL Manager has notified Ms. Mattick that they would like to move the Center Manager's office to a different location. Now that the office is empty, the DOL Manager who is onsite periodically has approved the Senior Labor Services Representative (LSR) moving into the office. During conversations with the DOL Manager, Ms. Mattick has made it clear that any costs associated with moving the OET Director and Sr. LSR must be paid by the State. She noted the time it takes to obtain approval and funding from the State is prohibitive and she isn't optimistic this will move forward.

LICENSED PRACTICAL NURSE TRAINING PROJECT

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. A meeting of 10 or 11 employers was held on September 18th at Cayuga Medical Center to discuss the situation. Next steps are to look for space to house the program. It's possible that TST BOCES may have space available, but only in the evenings. Mr. Matteson stated that TST cannot get approval from the State to offer the program because they do not see the need. The thought is to get approval for GST BOCES to expand their classes to Ithaca rather than have TST BOCES try to get approval.

BOARD ORIENTATION

Board orientation went well but the length of time needed to get through the full agenda was underestimated. The roles and responsibilities piece did not get covered. An evaluation has gone out and the feedback that has been received indicates Board members were very appreciative to have the session. Mr. Burrows stated a few minutes will be taken at the next board meeting to go over the roles and responsibilities.

APPROVAL OF MINUTES

It was Moved by Mr. Pronti, seconded by Ms. Stazi and unanimously adopted by voice vote of members present to approve the minutes of August 1, 2017 and September 5, 2017.

COMMITTEE UPDATES

YOUTH OVERSIGHT

Ms. Hendrix was not in attendance.

SERVICES TO INDIVIDUALS WITH DISABILITIES

Mr. Matteson stated the Committee will meet next week.

ONE STOP OPERATIONS AND OVERSIGHT

Mr. Bishop was not in attendance.

GOVERNANCE AND MEMBERSHIP

Mr. Stamm reported the Borg Warner seat is still in flux. This is the result of continuing changes in staff in the Human Resources Department. Mr. Pronti will reach out to Mr. Snyder to see if there is an appropriate staff member to participate or if Mr. Snyder would be interested in participating until they have someone on staff.

OCTOBER BOARD MEETING

Sue Dale-Hall from the Child Development Council will be the guest presenter at the October Board meeting discussing childcare in relation to workforce issues.

OTHER

Mr. Burrows stated the group has had discussions about communicating with the county Legislature about workforce issues. He noted there is a stark divide between pro and anti development in the community. People know that there are issues that development can help with as well as help to grow the tax base, but there still seems to be roadblocks to getting things done. Mr. Mareane stated most people don't have an understanding of project development economics. He stated its important to have elected officials educated so they have answers for their constituents when they get questions. He stated this County has a vision as outlined in the Economic Developoment Strategy developed by Tompkins County Area Development (Ms. Mattick will send out link). Mr. Pronti stated it would be useful to have TCAD, the Workforce Dvelopment Board, and the Chamber get together so there is a consistent message going out to the community.

ADJOURNMENT

The meeting adjourned at 9:28 a.m. The next meeting is scheduled for Tuesday, November 7, 2017 at 8 a.m. in the Human Services Building Annex.

Minutes prepared by Jennifer Luu.