

EXECUTIVE COMMITTEE

NOVEMBER 7, 2017

8:00 A.M.

HUMAN SERVICES BUILDING ANNEX

PRESENT: D. Burrows, S. Pronti, J. Matteson, A. Hendrix, A. Bishop

EXCUSED: M. Stamm, M. Stazi, J. Mareane

STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chairman Burrows called the meeting to order at 8:04 a.m.

FISCAL REPORTS (JULY THROUGH SEPTEMBER) - WDB AND OFFICE OF EMPLOYMENT AND TRAINING

Ms. Mattick reviewed the financial reports for July through September. She noted that the revenue and expenditures are unbalanced due to summer youth employment revenue. She stated things are where she would expect them to be at this point in the year. She noted that on the OET side, there will be under expenditures in wages due to the director vacancy. Reporting on the Contractor Expenditure Summary, she stated the total summer youth employment allocation has been expended. There are still a few expenditures outstanding for the Office of Employment and Training and those will be reflected on the October reports. Ms. Hendrix noted the contract with County Youth Services will also be under expended due a vacancy within her department as well.

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

APPROVAL OF MINUTES

It was Moved by Mr. Pronti, seconded by Mr. Matteson and unanimously adopted by voice vote of members present to approve the minutes of October 3, 2017.

DIRECTOR'S UPDATE

Ms. Mattick's written report was distributed with the agenda materials. She noted since the packet went out, the Director of OET vacancy has been filled and the individual will start with the County on December 4, 2017.

Ms. Mattick stated the Local Plan will be brought to the Board for approval at the December meeting. She will be sending the Plan out to all of the Board members with a notice that she will be available to answer any questions following the December 5th Executive Committee meeting if they wish to stop by.

DECEMBER BOARD MEETING PLANNING

Items for the Board meeting include:

Approval of the Local Plan

Approval to Release the WIOA RFP for the Period July 1, 2018 to June 30, 2019

The group discussed ideas for the meeting presentation. The suggestion was made to have a presentation on the State Paid Family Leave Act and Bob Whitaker from Hancock Estabrook will be asked to attend the meeting. The presentation is timely as the law is effective January 1, 2018.

COMMITTEE REPORTS

YOUTH OVERSIGHT COMMITTEE

Ms. Hendrix stated the Committee will be continuing discussions about the WIOA RFP at their next meeting.

SERVICES TO INDIVIDUALS WITH DISABILITIES

Mr. Matteson reported the Committee will be meeting on December 13th and they are working on having a conference call with individuals from Project Search whose purpose is to get paid employment opportunities for individuals with disabilities.

Ms. Mattick reported that the federal Disability Resource Coordinator grant that NYS applied for and Tompkins was part of has been funded. The funds will be used to provide services to youth 14-24 years old. Mr. Matteson stated that the timing of this funding couldn't be better as the Work Readiness Coordinator position at BOCES ends June 30th.

Ms. Mattick stated that there is interplay between the Youth Oversight and Services to Individuals with Disabilities Committees and there are discussions about holding a joint meeting of the two groups.

ONE STOP OPERATIONS AND OVERSIGHT COMMITTEE

Mr. Bishop stated the Committee meets later this week (meeting subsequently canceled). They will continue their discussions on demand occupations. The group has reviewed the current Center policies and he feels those efforts went well and the policies are in good shape.

GOVERNANCE AND MEMBERSHP COMMITTEE

Mr. Stamm was not in attendance. There are currently two vacancies on the Board and the Committee will need to be convened to discussion those openings.

DEVELOPMENT CHALLENGES CONVERSATION

This item was deferred to the next Committee meeting.

ADJOURNMENT

The meeting adjourned at 8:48 a.m. The next meeting is scheduled for Tuesday, December 5, 2017 at 8 a.m. in the Human Services Building Annex.

Minutes prepared by Jennifer Luu.