



NIAGARA COUNTY
WORKFORCE DEVELOPMENT BOARD

Joel Feuerman, Chairperson
Bonnie Rice, Executive Director

Trott Career Center
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Executive Committee
Meeting Minutes – February 1, 2023
ZOOM Audio/Visual Conference

Members Present: Joel Feuerman, Cathy Lattanzio, Dennis Martinez, Kory Schuler, Suzanne Shears

WDB Staff: Helen Dennis, Bonnie Rice, Joanne Klemer

I. Call to Order and Meeting Information

The meeting was organized and led by B. Rice at 3:02 p.m. through Zoom Audio/Visual conference platform. H. Dennis took attendance. Attendance outcomes are listed above.

II New Business

- A.** B. Rice informed the Committee that a transfer of funds was needed between the WIOA Dislocated Worker and Adult funds. This move between funding streams will not affect the ability for current or future Dislocated Workers to access funding. Currently, there have been more Adult than Dislocated Workers served under WIOA. B. Rice added that this transfer will ensure the WDB reaches the 80% obligation rate required for WIOA funding. B. Rice opened the floor for questions. None brought forward. B. Rice requested a motion to approve and authorize the transfer of funds from Dislocated Worker to Adult in an amount of up to \$250,000. Motion made by K. Schuler. Second by C. Lattanzio. No further questions brought forward. No abstentions. **Unanimous approval of the transfer of funds from Dislocated Worker to Adult in an amount of up to \$250,000.**
- B.** B. Rice informed the Committee that a transfer of funds was needed between the WIOA Administration funds to Youth funds. This transfer does not affect the 10% (ten percent) of funding designated as Administration funds. B. Rice explained that the transfer is needed as NCET has Youth enrolled who continue to need and benefit from services. This furthers the ability to continue to provide supportive services and work experiences to Niagara Youth. B. Rice opened the floor for questions. None brought forward. B. Rice requested a motion to approve and authorize the transfer of funds from Administration to Youth in an amount of up to \$20,000. Motion made by S. Shears. Second by D. Martinez. No further questions brought forward. No abstentions. **Unanimous approval of the transfer of funds from Dislocated Worker to Adult in an amount of up to \$20,000.**
- C.** B. Rice explained to the Committee the need for revisions to the Youth Supportive Services policy. Currently, the policy allows for Youth to receive either a NYS ID card or a NYS Driver's License. NCET counselors working with Youth have found that at the start of the program, Youth need NYS ID cards for employment (identification need for obtaining employment) and training (identification needed for taking an exam, etc.) related activities. Further into service, counselors are finding the need for Youth to obtain their Driver's License. Those who have already received funding for a NYS ID are no longer able to receive assistance for the Driver's License fees. B. Rice explained that the proposed changes to the policy would allow those Youth, who need an ID card and later a Driver's License, would receive both for employment or training purposes, when appropriate. K. Schuler asked for an example of such a situation. B. Rice explained that should a Youth



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start the program and need an ID card for employment purpose of identification, a counselor would assist the youth in obtaining the ID card with WIOA funds. If that Youth, in future, while in the program, obtained unsubsidized employment and requested assistance with obtaining a Driver's License in order to get to and from employment, the counselor would be able to assist the youth in doing so. B. Rice opened the floor for further questions. None brought forward. B. Rice requested a motion to approve the revisions to the Youth Supportive Services policy. Motion made by C. Lattanzio. Second by D. Martinez. No further questions brought forward. No abstentions. **Unanimous approval of the revisions to the Youth Supportive Services policy.**

- D.** B. Rice explain to the Committee the need to update the Youth Eligibility policy due to additional factors being added to the New York State policies. B. Rice explained that the revisions include new factors affecting the Requires Additional Assistance definition and adds the required restriction of no more than 5% of newly enrolled In-School Youth per year using Requires Additional Assistance factors for eligibility. B. Rice opened the floor for questions. None brought forward. B. Rice requested a motion to approve the revisions to the Youth Eligibility policy. Motion made by K. Schuler. Second by J. Feuerman. No further questions brought forward. No abstentions. **Unanimous approval of the revisions to the Youth Eligibility policy.**

B. Rice requested a motion to adjourn. Motion made by K. Schuler. Second by J. Feuerman. All in favor. The Workforce Development Board Executive Committee meeting was adjourned at 3:08 p.m.

All items will be moved to the March 7, 2023 WDB Meeting Agenda.

Respectfully submitted,
Helen Dennis