



NIAGARA COUNTY
WORKFORCE DEVELOPMENT BOARD

Joel Feuerman, Chairperson
Bonnie Rice, Executive Director

Trott Career Center
1001 Eleventh Street
Niagara Falls, NY 14301-1201
Phone: (716) 278-8251
Fax: (716) 278-8149

Executive Committee
Meeting Minutes – August 17, 2023
ZOOM Audio/Visual Conference

Members Present: Cathy Lattanzio, Dennis Martinez, Kory Schuler

Members Excused: Joel Feuerman, Suzanne Shears

WDB Staff: Helen Dennis, Bonnie Rice

I. Call to Order and Meeting Information

The meeting was organized and led by B. Rice at 8:47 a.m. through Zoom Audio/Visual conference platform. H. Dennis took attendance. Attendance outcomes are listed above. B. Rice welcomed the Committee members to the meeting and thanked them for their time.

II. New Business

A. B. Rice informed the Committee that further clarification was needed regarding the Individual Training Account (ITA) policy for Adults/Dislocated Workers. Niagara County Employment and Training (NCET) has had a large influx of interested participants for Classroom Training funding. Further clarification and streamlining is needed regarding marketable skills and upskilling. B. Rice explained regarding marketable skills, the section further defines what marketable skills are. Regarding upskilling, the policy will offer the opportunity for individuals who are in a career path to potentially participate in Classroom Training with approval of their employer, provided that the employer offer at least a two dollar an hour raise upon completion of training. The applicant will need to attest that there will be no reimbursement received after the training from another funding source. B. Rice explained to the Committee that all changes had been highlighted in yellow. B. Rice shared that the policy had been reviewed and approved by New York State Department of Labor Representatives. B. Rice opened the floor for questions. None brought forward. B. Rice requested a motion to approve the updates to the ITA policy for Adults/Dislocated Workers as presented. Motion made by D. Martinez. Second by C. Lattanzio. No further questions brought forward. No abstentions. **Unanimous approval of the updates to the ITA policy for Adults/Dislocated Workers as presented.**

B. Rice thanked the Committee members for their time and closed the meeting. The Workforce Development Board Executive Committee meeting was adjourned at 8:49 p.m. **The policy will be moved to the September 12, 2023 WDB Meeting Agenda.**

Respectfully submitted,
Helen Dennis