



**NIAGARA COUNTY
WORKFORCE DEVELOPMENT BOARD**

Joel Feuerman, Chairperson
Bonnie Rice, Executive Director

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Executive Committee
Meeting Minutes – December 18, 2020
ZOOM Audio/Visual Conference

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

Excused: Jerry Wolfgang

WDB Staff: Helen Dennis, Bonnie Rice

I. Call to Order and Meeting Information (Contract Amendment for TES Staffing)

The meeting was organized and led by B. Rice at 10:00 a.m. through Zoom Audio/Visual conference platform. H. Dennis took attendance. J. Wolfgang was excused from this meeting.

B. Rice reviewed the contract amendment with the Executive Committee. The original contract with TES Staffing was for \$400,000. After fiscal review and projections for the next year, it has been recommended that a contract amendment be made for an additional \$600,000. The additional amount is anticipated to be reviewed before December 31, 2021. B. Rice opened the floor to questions. S. Shears asked for clarification of the total amount. B. Rice explained that the current contract is for \$400,000 and the contract amendment would be for an additional \$600,000 bringing the contract total to \$1,000,000. B. Rice reminded the committee that the contract amount is for youth participant wages and TES Staffing costs paid through invoice. Documentation is provided to the Fiscal Agent by TES Staffing prior to reimbursement of invoiced costs. S. Shears asked if we had the money to cover the amount. B. Rice explained that yes, the funds are available. Additionally, due to COVID, staff adjustments, and late program starts for the youth subrecipients, contracted funds are anticipated to be recaptured.

B. Rice asked for a motioned for the Committee to vote to approve the contract amendment for TES Staffing. Motion made by D. Martinez. Second by J. Feuerman. No abstentions. Unanimous approval of TES Staffing contract amendment for Payroll Services.

B. Rice informed the Committee that there was no other business and requested a motion to adjourn. J. Feuerman made the motion to adjourn. Second by K. Schuler. No abstentions. Unanimous approval of motion to adjourn. The Workforce Development Board Executive Committee meeting was adjourned at 10:07 a.m.

Respectfully submitted,
Helen Dennis