



NIAGARA COUNTY
WORKFORCE DEVELOPMENT BOARD

Joel Feuerman, Chairperson
Bonnie Rice, Executive Director

Trott Career Center
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Executive Committee
Meeting Minutes – May 5, 2022
ZOOM Audio/Visual Conference

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

Absent: Jerry Wolfgang

WDB Staff: Helen Dennis, Joanne Klemer, Bonnie Rice

I. Call to Order and Meeting Information

The meeting was organized and led by B. Rice at 9:01 a.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 there has been an increase in funding of Adult ITA's and OJT's. Almost all funding for Adult ITA's has been obligated for PY21. B. Rice shared that most Workforce Boards in New York State are underspent, including Erie County. Previously, in PY19, Buffalo and Erie County Workforce Development Consortium (WDC) experienced a similar issue with ITA's being fully obligated. Through a reimbursement agreement with Niagara, Erie was able to continue serving ITA participants. B. Rice shared that she has had conversations with WDC and they have agreed to provide access to Erie County WIOA funds in an amount up to \$50,000 in Adult ITA funding on a reimbursement basis, as needed. B. Rice opened the floor for questions. None brought forward. B. Rice requested a motion to approve the ability to access Erie County WIOA funds in an amount of up to \$50,000 in Adult ITA funding on a reimbursement basis, as needed. Motion made by J. Feuerman. Second by D. Martinez. No further questions brought forward. All in favor. No abstentions. **Unanimous approval for the ability to access Erie County WIOA funds in an amount of up to \$50,000 in Adult ITA funding on a reimbursement basis, as needed.**

Items B – D are regarding the same changes. B. Rice informed the Executive Committee that a review of the following policies noted a needed update to the Part-time Employment definition.

- B. B. Rice shared that a revision to the current ITA policy is needed to better align all policies regarding Part-time Employment. Currently the policy states Part-time Employment as "working less than 32 hours per week". The definition for Part-time Employment is to be revised to "working less than 30 hours per week". Currently the policy states Full-time Employment as "working 32 hours per week or more". The definition for Full-time Employment is to be revised to "working 30 hours per week or more". B. Rice opened the floor for questions. None brought forward. B. Rice requested a motion to approve ITA policy revisions to define part-time employment. Motion made by K. Schuler. Second by J. Feuerman. No further questions brought forward. All in favor. No abstentions. **Unanimous approval to the ITA policy revisions to define part-time employment.**
- C. B. Rice shared that a revision to the current ITA during COVID policy is needed to better align all policies regarding Part-time Employment. Currently the policy states Part-time Employment



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as “working less than 32 hours per week”. The definition for Part-time Employment is to be revised to “working less than 30 hours per week”. Currently the policy states Full-time Employment as “working 32 hours per week or more”. The definitions for Full-time Employment is to be revised to “working 30 hours per week or more”. B. Rice opened the floor for questions. None brought forward. B. Rice requested a motion to approve the ITA during COVID policy revisions to define part-time employment. Motion made by D. Martinez. Second by J. Feuerman. No further questions brought forward. All in favor. No abstentions.

Unanimous approval to the ITA during COVID policy revisions to define part-time employment.

- D.** B. Rice shared that a revision to the current Veterans’ Priority and Priority of Service policy is needed to better align all policies regarding Part-time Employment. Currently the policy states Part-time Employment as “working less than 32 hours per week”. The definition for Part-time Employment is to be revised to “working less than 30 hours per week”. Currently the policy states Full-time Employment as “working 32 hours per week or more”. The definitions for Full-time Employment is to be revised to “working 30 hours per week or more”. B. Rice opened the floor for questions. None brought forward. B. Rice requested a motion to approve the Veterans’ Priority and Priority of Service policy revisions to define part-time employment. Motion made by D. Martinez. Second by K. Schuler. No further questions brought forward. All in favor. No abstentions. **Unanimous approval to the Veterans’ Priority and Priority of Service policy revisions to define part-time employment.**

III Informational Items

- A.** B. Rice informed the Board that bids for One Stop System Operator closed on April 28th. One bid was received. The RFP Review Team for One Stop System Operator will meet May 17th. She noted, per NYS Department of Labor, receiving one bid for an RFP is considered a failed procurement. B. Rice shared that should the Review Team and the Board approve the bid as a single source award, there are specific questions regarding the RFP process and outcomes from NYS DOL that will need to be answered to illustrate justification of the award. B. Rice informed the Board that she is formulating those answers for submission to NYSDOL.

- B.** B. Rice opened the floor for announcements by Board Members. None brought forward.

B. Rice requested a motion to adjourn. Motion made by D. Martinez. Second by K. Schuler. All in favor. The Workforce Development Board Executive Committee meeting was adjourned at 9:17 a.m.

Respectfully submitted,
Helen Dennis