



**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 19, 2021**  
**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 8:31 a.m. through Zoom Audio/Visual conference platform. H. Dennis took attendance. Attendance outcomes are listed above.

B. Rice informed the Committee that the policies are for a new NYS Gun Violence Prevention Grant (NYSGVP) received in the amount of \$250,000. The grant is not WIOA related, but NYS is requiring Board approval for the policies. The grant is to serve 50 individuals ages 18-24 residing in ZIP Codes heavily affected by gun violence. For Niagara County, 75% of the grant will be used to serve youth individuals through the WDB by NCET and must live within the City of Niagara Falls ZIP Codes (ZIP Codes 14301, 14302, 14303, 14304 and 14305). NCET will also have the ability to use up to 25% of the grant to serve individuals in the City of Lockport (ZIP Code 14094). B. Rice informed the Committee that policies were needed to provide guidance for youth and to businesses for On-the-Job training opportunities, incentives for youth participants and supportive services for youth participants.

J. Feuerman asked what the outreach for Lockport would look like as COVID is a concern for the area. B. Rice stated that the grant policies allow for remote services and arrangements for in-person meetings when safe and appropriate. K. Schuler asked if the grant contained any language regarding the “claw back,” or recapture, of funds. B. Rice responded that the State is requiring weekly reporting. Based on past grant opportunities of a similar nature, there is the possibility that underspent funds could be recaptured and redistributed to other areas. B. Rice reminded the Committee that the intent of the grant is for businesses to directly hire workers and for youth to obtain entry level jobs to gain access to the workforce. No further questions were brought forward.

**A. NYSGVP Grant: OJT Policy**

B. Rice shared with the Committee that the NYSGVP OJT Policy is based on the current WIOA OJT policy. However, the NYSGVP OJT Policy is streamlined. It differs by allowing youth to work 30+ hours per week, businesses are to pay youth minimum wage or greater, age range is only 18-24 years old and youth must reside in the previously mentioned Niagara Falls or Lockport ZIP Codes. Prior to the meeting, Committee members were emailed a copy of the policy for review. B. Rice requested a motion to approve the NYSGVP OJT Policy. Motion made by K. Schuler. Second by J. Feuerman. No questions brought forward. No abstentions. **Unanimous approval of the NYSGVP OJT Policy.**



**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

**B. NYSGVP Grant: Youth Incentives Policy**

B. Rice shared with the Committee that the NYSGVP Youth Incentives Policy would allow for youth participants to earn up to \$175 upon completion of the applicable incentives listed within the policy. These incentives are intended to encourage participant involvement and to reward individuals for achievement. Prior to the meeting, Committee members were emailed a copy of the policy for review. B. Rice requested a motion to approve the NYSGVP Youth Incentives Policy. Motion made by D. Martinez. Second by S. Shears. No questions brought forward. No abstentions.

**Unanimous approval of the NYSGVP Youth Incentives Policy.**

**C. NYSGVP Grant: Youth Supportive Services Policy**

B. Rice shared with the Committee that the NYSGVP Youth Supportive Services Policy is intended to address the needs of NYSGVP Youth programs, in consultation with the One-Stop Partners and other community agencies, to ensure resource and service coordination in the local area. Prior to the meeting, Committee members were emailed a copy of the policy for review. B. Rice requested a motion to approve the NYSGVP Supportive Services Policy. Motion made by K. Schuler. Second by S. Shears. No questions brought forward. No abstentions. **Unanimous approval of the NYSGVP Youth Supportive Services Policy.**

**D. Amendment to increase TES Staffing Contract**

B. Rice informed the Committee that with the addition of the WIOA-funded SYEP Grant, the TES Staffing contract will need to be increased to cover youth wages and payroll service costs from \$1,000,000 to \$1,150,000. B. Rice requested a motion to approve the increase of TES Staffing's contract. Motion made by J. Feuerman. Second by D. Martinez. No questions brought forward. No abstentions. **Unanimous approval of the increase to TES Staff contract of up to \$1,150,000.**

B. Rice informed the Committee that there was no other business and opened the floor for Committee members to share. Nothing brought forward. The Workforce Development Board Executive Committee meeting was adjourned at 8:43 a.m.

Respectfully submitted,  
Helen Dennis