

Niagara County Workforce Development Board
Meeting Minutes – November 19, 2019

Members Present: Carolyn Bright, Joel Feuerman, Thomas Jaccarino, Cathy Lattanzio, Dennis Martinez, Kory Schuler, Suzanne Shears

Members Excused: Michael Casale, Kathleen Granchelli, Timothy Lederhaus, Michael Martin, Kevin Roth, Joseph Steinmetz

Members Absent: Paul Accardo, Tom Austen, Paul Brown, Mary Lynn Candella, Michael Capizzi, William Carroll, John Helak, Kevin McCabe, James Pane, Shawn Williams, Jerald Wolfgang

WDB Staff: Joanne Klemer

Guests/Staff Present: Don Jablonski, Kathy Krebs, Bonnie Rice, Kathleen Bongiovanni

I. Call to Order

The meeting was called to order by Chairman Feuerman at 8:02 a.m. at the Trott Access Center, 1001 Eleventh Street, Niagara Falls, NY. Chairman Feuerman noted that a **quorum was not present**. Chairman Feuerman welcomed Kathleen Bongiovanni from ON BOCES, followed by attendee introductions. Mr. Jablonski informed the Board that he received notifications from Timothy Lederhaus and Kevin Roth that they were unable to attend due to scheduling conflicts.

II. Agenda Review

The agenda for the 11/19/19 meeting was distributed along with meeting minutes from 2/19/19 and 6/4/19. Chairman Feuerman reviewed the agenda items section by section. He informed those present that the Executive Committee would be voting on the following agenda sections in an Executive Session immediately following the general meeting:

Section II – Old Business, minutes would be approved

Section III – WDB Items,

- A. Approval of Youth Funding – any person associated with submitted proposals would be recused.
- B. Approve Extension of One-Stop System Operator – for PY19 (July1,19-June 30, 2020)

Section IV – Policies for Approval, each listed policy was reviewed and summarized by Chairman Feuerman, with additional information added as needed by Ms. Krebs and Ms. Rice.

III. Open Discussion and News

Members and guests were invited to share any updates or news.

- A. D. Jablonski – possible new members to consider are Anne McCaffrey (business), Todd Zyra (business) and Jim Briggs (labor/union)
- B. K. Krebs – shared information obtained at recent Mobile Safety Net Team presentation, including poverty, education and labor statistics recently gathered for Niagara Falls. Website information for www.numbersinneed.org was distributed.

- C. B. Rice – stated she provided congressional testimony to five NYS Assemblymen at an event highlighting retention issues with middle skill jobs.
- D. K. Schuler - stated that Board attendance was important and if needed, the Board could be dissolved and a new Board reinstated. C. Lattanzio added that attendance should be expected and enforced. J. Feuerman stated that once a new Executive Director is selected, Board attendance and membership would be reviewed.

IV. Adjournment

Chairman Feuerman thanked the members in attendance for their time. He announced that an Executive Committee would immediately follow. The general membership meeting was adjourned at 8:35am.

Respectfully submitted,
Joanne Klemer

**Niagara County Workforce Development Board
Executive Committee Meeting Minutes – November 19, 2019**

Members Present: Joel Feuerman, Thomas Jaccarino, Kory Schuler, Suzanne Shears

Members Absent: Gerald Wolfgang

WDB Staff: Joanne Klemer

Other/Guests Present: none

I. Call to Order

The Executive Committee meeting was called to order by Chairman Feuerman at 8:40 a.m. at the Trott Access Center, 1001 Eleventh Street, Niagara Falls, NY. Chairman Feuerman noted that Executive Committee **quorum was present.**

II. Old Business - Vote

Chairman Feuerman called for approval of the 02/19/19 and 06/04/19 meeting minutes – motion to approve by T. Jaccarino, seconded by K. Schuler, all in favor, none opposed, minutes approved.

III WDB Items – Vote Deferred

Chairman Feuerman recommended that this be voted on last. As discussed in the general membership meeting, any person associated with submitted Youth or other proposals would be excused. Since Niagara County E&T has submitted a youth proposal, this would pertain to Executive Committee member T. Jaccarino who is employed by Niagara County DSS.

IV. Policies for Approval - Vote

Chairman Feuermann reminded the Executive Committee that all of these policies had been discussed at the preceding general membership meeting and called for a slate approval of the following:

- A. ITA Policy – Amend to give priority to Niagara County residents
- B. Basic Skills Deficiency Policy – Amend to add BASI testing option
- C. Follow-Up Policy – Amend to extend from 30 days to 45 days
- D. Initial Assessment Process and Procedures - New
- E. Approve the authorization of Executive Director of WDB to issue RFPs, and to sign contracts and extensions, as needed until voted otherwise

Motion to approve all by T. Jaccarino, seconded by S. Shears, all in favor, none opposed, all policies approved.

***Mr. Jaccarino excused himself from the meeting.

V WDB Items – Vote Reinstated

- A. Approval of Youth Funding and Contracts for Program Year 2019 – Chairman Feuerman opened the discussion. He shared the guidance he had received from a conference call with NYSDOL regarding procedures and the selection process of Youth Awards. Based upon those suggestions, each proposal was discussed further for the second time. Vice Chairman Schuler was a Youth Reviewer and shared previously discussed performance data, financial data, quality of proposal submissions, and reviewer rankings. Based upon this in-depth analysis, the following award amounts were proposed:

Fully fund NCET: \$477,065
Fully Fund NCCC: \$234,410

Do not fund Catholic Charities \$0
Do not fund People Inc. \$0

Chairman Feuerman called for approval on fully funding NCET and NCCC, and not funding Catholic Charities or People Inc. Motion to approve by K. Schuler, seconded by S. Shears, all in favor, none opposed, youth awards approved as listed above.

B. Approve Extension of One-Stop System Operator for PY19- Chairman Feuerman explained that the original contract had the option for renewal for the Program Year of July 1, 2019 to June 30, 2020, and recommended the extension – motion to approve K. Schuler, seconded by S. Shears, all in favor none opposed.

VI. Adjournment

Chairman Feuerman called for motion to adjourn, motion made by K. Schuler, seconded by S. Shears, all in favor, none opposed, meeting adjourned at 8:55am.

Respectfully submitted,
Joanne Klemer