

**Niagara County Workforce Development Board
Meeting Minutes – October 18, 2018**

Members Present: Carolyn Bright, Joel Feuerman, Kathleen Granchelli, John Helak, John Lang, Tim Lederhaus, Michael Martin, Kory Schuler, Suzanne Shears, Joseph Steinmetz, Jerald Wolfgang

Members Excused/Absent: Paul Brown, Michael Capizzi, Michael Carney, Michael Casale Susan Gouthro, Thomas Jaccarino, Christine Luly, Kevin McCabe, Kevin Roth, Shawn Williams

WDB Staff: John Accardo, Joanne Klemer

Guests/Staff Present: Amber Hill, Dennis Martinez, Bonnie Rice, Kathy Krebs

I. Call to Order

The meeting was called to order by Chairman Feuerman at 8:08 a.m. at the Niagara County Center for Economic Development, 6311 Inducon Corporate Drive, Sanborn, NY. Chairman Feuerman noted that a **quorum was not yet present.**

II. Attendance/Introductions

Executive Director John Accardo welcomed the board members and guests. This was followed by attendee introductions.

III. Approval of Policy Items – Vote

Prior to the voting on policy items, board member Carolyn Bright arrived and quorum was established.

The following policies were distributed to board members for review, and were put to a vote:

- A. Disruptive Customer Policy – motion to approve by S. Shears, seconded by T. Lederhaus, all in favor, none opposed, policy passed.
- B. Demand Occupation List – motion to approve by J. Wolfgang, seconded by J. Lang, all in favor, none opposed, policy passed with approval to amend title to Classroom Training Demand Occupation List, and remove statement that preference is given to Niagara County residents.
- C. Functional Alignment Policy – motion to approve by K. Granchelli, seconded by S. Shears, all in favor, none opposed, policy passed with approval to remove the question mark typed in error.
- D. Veteran Policy – motion to approve by J. Helak, seconded by T. Lederhaus, all in favor, none opposed, policy passed.
- E. Customized Training – motion to approve by K. Granchelli, seconded by C. Bright, all in favor, none opposed, policy passed with approval to remove statement regarding Niagara County business location requirement.

IV. Committee Reports

- A. Special Population Committee – In the absence of board member and Committee Chair Christine Luly, her ACCES-VR co-worker and committee member Dennis Martinez was in attendance and spoke briefly regarding the committee and its members.

- B. Youth Committee – Committee Chair Kathleen Granchelli shared that the Youth Committee was looking to hold a High School Seniors Job Fair. She also stated that the committee would take on the task of reviewing the Youth RFPs when they come in again for the next program year.

V. New Business

- A. Approval of PY2018 WDB Budgets – Copies of the PY2018 Administration, Adult, Dislocated Worker and Youth budgets were distributed to board members for review. Ms. Klemer reviewed the funding amounts, timeframes, and budget categories on the reports. Motion to approve made by J. Wolfgang, seconded by K. Granchelli, all in favor, none opposed, PY2018 Budgets approved.

V. Open Discussion and News

- A. ACCES-VR Updates – Dennis Martinez informed the board of an upcoming job fair being held in downtown Buffalo, on October 25, 2018 between 10:30am-1:00pm. Approximately 26 employers will be attendance and the event is open to the public. D. Martinez also shared that October is National Disability Awareness Month.
- B. Success Stories – Kathy Krebs shared two success stories with the Board. The first was a customer success story about “Nancy”. Nancy was a One-Stop Center customer who was very satisfied with the assistance she received from the center and its staff. The second story was about staff member, Marilyn Patterson, who received the Frontline Leadership Award from NYATEP at their fall conference. M. Martin suggested the Board formally recognize Ms. Patterson for her achievement.
- C. Niagara Community Action Plan Update – Suzanne Shears shared that her organization had received grant funding for Weatherization & Repair Assistance Programs.
- D. NYSDOL Update - Carolyn Bright provided an update on the closing of the Tonawanda Coke Plant. Rapid response teams were deployed to assist over 120 employees. A mini job fair will also be held.
- E. Native American Community Services Update – Michael Martin informed that there will be a Native Professionals Network meeting on December 6, 2018. He also introduced Amber Hill as the new Economic Self Sufficiency Director.

ADJOURNMENT

Chairman Feuerman called for a motion to adjourn, motion made by M. Martin, seconded by K. Schuler, all in favor, none opposed, meeting adjourned at 9:06 a.m.

Respectfully submitted,

Joanne Klemer