



**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

**Meeting Minutes – February 25, 2020**

**Niagara County Center for Economic Development/IDA  
6311 Inducon Corporate Drive  
Sanborn, NY 14132**

**Members Present:** Paul Brown, William Carroll, Michael Casale, Joel Feuerman, Kathleen Granchelli, Cathy Lattanzio, Tim Lederhaus, Dennis Martinez, Kevin McCabe, Kory Schuler, Suzanne Shears, Joseph Steinmetz, Todd Zyra

**Members Excused:** Michael Martin, Shawn Williams, Jerald Wolfgang

**Members Absent:** Carolyn Bright, John Helak, John Lang, James Pane

**WDB Staff:** Helen Demler, Joanne Klemer, Bonnie Rice

**Guests/Staff Present:** Don Jablonski

### **I. Call to Order**

The meeting was called to order by Chairman Feuerman at 8:04 a.m. at the Niagara County Center for Economic Development/IDA, 6311 Inducon Corporate Drive, Sanborn, NY. Chairman Feuerman noted that a **quorum was present** and thanked those present for attending. The agenda and informational materials were distributed as members signed in for the meeting.

Announcements: Chairman Feuerman started with announcements. He informed the Board that D. Martinez would be joining the Executive Committee as a member. Chair Feuerman thanked D. Martinez for accepting the position and is looking forward to further working with him.

### **II. Old Business**

Meeting Minutes for January 28, 2020: Chairman Feuerman gave the Board a moment to review the Meeting Minutes in the informational materials packet they were given while signing in. Chairman Feuerman opened the floor to questions regarding the minutes as presented. None brought forward. Motion to approve the January minutes as presented. Motion made by J. Steinmetz. Second by K. Granchelli. No abstentions. **Unanimous vote in favor of approval of the January 28, 2020 meeting minutes.**

### **III. WDB Items**

Information regarding each item was distributed to the Board during sign-in. Chairman Feuerman explained that the following items needed to be reviewed and voted on by the Board.

- A. B. Rice presented the Board with background information regarding the One-Stop System Operator. B. Rice requested authorization from the Board to place an RFP for the One-Stop System Operator for Program Year 2020 (7/1/2020-6/30/2020) in the amount of \$12,000. Chairman Feuerman opened the floor to questions. None brought forward. Chairman Feuerman asked the Board for a motion to approve the request to authorize an RFP for the One-Stop System Operator for Program Year 2020. Motion made by M. Casale. Second by K.



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Schuler. No abstentions. **Unanimous vote in favor of the approval for an RFP for the One-Stop System Operator for Program Year 2020.**

- B.** B. Rice presented the Board with background information regarding the WIOA Youth Programs. B. Rice requested authorization from the Board to place an RFP for WIOA Youth Programs in the amount of \$800,000 in order to obtain providers. Chairman Feuerman encouraged the Board that if they knew of anyone who may be interested in bidding to become a provider for the Youth Programs, to submit the information to B. Rice so that she can add them to the Bidder List. B. Carroll questioned who would be an example of a Youth Program provider. B. Rice explained that it could anyone who could set up a program for Youth adhering to the parameters and expectations put forward in the RFP. Chairman Feuerman opened the floor for further questions. None brought forward. Chairman Feuerman asked the Board for a motion to approve the authorization of an RFP for WIOA Youth Programs in the amount of \$800,000. Motion made by J. Steinmetz. Second by C. Lattanzio. No abstentions. **Unanimous vote in favor of the approval for an RFP for the WIOA Youth Programs in the amount of \$800,000.**
- C.** B. Rice presented the Board with information regarding the request to approve Niagara County Employment and Training to operate an in-house WIOA Youth Program. Chairmen Feuerman informed the Board that bringing the Youth Program in-house would help to serve more Youth in Niagara County. B. Rice informed the Board that in past years, NCET has absorbed half of the proposed Youth budget. Bringing NCET in-house, would allow more money now for additional Youth providers. B. Rice mentioned she also conferred with NYS DOL representatives to come up with a solution to spend more Youth monies in the coming program year (PY20 7/1/20-6/30/21). Chairman Feuerman opened the floor to questions. None brought forward. Chairman Feuerman asked the Board for a motion to approve Niagara County Employment and Training to Operate In-House WIOA Youth Program. Motion made by M. Casale. Second by S. Shears. No abstentions. **Unanimous vote in favor of the approval of Niagara County Employment and Training to Operate In-House WIOA Youth Program.**
- D.** B. Rice asked the Board to review the information in their materials packet regarding the summary of the Youth Advertising RFP process and the Review Committee's funding recommendation. B. Rice shared with the Board the process of the Proposal Review Committee and that the reviewers unanimously recommended fully funding Purplegator at a budget of \$60,000. B. Carroll asked what Purplegator offered compared to other bidders. K. Granchelli, a Review Committee member, answered that the Review Team felt that Purplegator put in the effort and information to personalize their bid and customized their bid specifically to Niagara County. She added that they also included the gaming population of Youth as well as their parents into their advertising proposal. J. Steinmetz questioned if the budget of \$60,000 was a feasible amount and if the timeframe was feasible as well. B. Rice explained that she and the Review Committee had reviewed the budget and it was comparable and feasible to other bidders. She further explained that the final contract with Purplegator would have language that would require them to provide monthly progress reports and statistics. Chairman Feuerman opened the floor for further questions. None brought forward. Chairman Feuerman asked the Board for a motion to approve the award for the Youth Advertising proposal to Purplegator with a budget of \$60,000. Motion made by W. Carroll. Second by K. Schuler. No abstentions. **Unanimous vote in favor of the approval for fully funding the award for the Youth Advertising proposal to Purplegator in the amount of \$60,000.** Chairman Feuerman



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asked the Board for a motion to have B. Rice generate a contract with Purplegator. Motion made by D. Martinez. Second by K. Granchelli. No abstentions. **Unanimous vote in favor of the approval to offer a contract to Purplegator.**

#### **IV. Policy Items**

- A.** B. Rice discussed with the Board the proposal of an amendment to include Ride Sharing Gift Cards in the Supportive Services Policy. She informed the Board that Chandra Wingrove of NCET had researched using Uber and Lyft services for transportation services for an independent grant program. Currently, the policy supports the use of Bus Passes or a \$7 per day reimbursement toward private transportation. Ride sharing gift cards would be restricted to customers 18 years and older and would follow policy guidelines for attainment. Chairman Feuerman noted that this would provide customers another means of transportation and would be a creative way to provide transportation to employment, training classes, and youth programs. S. Shears questioned the funding source for the gift cards. B. Rice stated that the funding would come from WIOA grants and would fall under related program criteria. If the gift card was for a Youth it would come from Youth funding, Adult would be from Adult funding, and so forth. P. Brown questioned the WDB liability if anything were to happen to the customer. D. Jablonski recommended speaking with the Niagara County attorney. B. Rice will obtain further clarification. Chairman Feuerman opened the floor for further questions. None brought forward. Chairman Feuerman asked the Board for a motion to approve the amendment to add Ride Sharing to the Supportive Services Policy with B. Rice gaining clarification regarding liability from the Niagara County Attorney's office. Motion made by P. Brown. Second by J. Steinmetz. No abstentions. **Unanimous vote in favor of the approval to amend the Supportive Services Policy to include Ride Sharing Gift Cards.**
- B.** B. Rice informed the Board that after conversations with NYS DOL and researching the Youth incentive amounts offered by other counties, Niagara County's incentive amounts were below average. B. Rice asked the Board to review the increased amounts and requested approval for the Board to amend the WIOA Youth Incentives Policy. B. Rice explained to the Board that raising the incentive amount would help motivate the Youth to meet goals, and would assist in encouraging Youth to meet performance measures. This would also help with the current issue of underspent funds. Chairman Feuerman opened the floor for further questions. None brought forward. Chairman Feuerman asked the Board for a motion to approve the amendment to increase WIOA Youth Incentive amounts as written. Motion made by T. Zyra. Second by K. Granchelli. No abstentions. **Unanimous vote in favor of the approval to amend the WIOA Youth Incentives Policy.**

#### **V. Other Announcements**

Chairman Feuerman opened the floor for further announcements by the Board.

Chairman Feuerman shared with the Board that D. Martinez, Chair of the WDB Inclusion Committee, had hosted the first WDB Inclusion Committee meeting Monday, February 24. He asked D. Martinez to further share with the Board. D. Martinez stated that the Committee is currently in the very beginning stages of planning and creating goals. He currently has a few members and plans to gain more in the coming weeks. D. Martinez will update the Board at a later date the goals of the Inclusion Committee.



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Chairman Feuerman shared that Home Depot will be holding open interviews on March 5<sup>th</sup>.

P. Brown shared with the Board that J. Helak had retired as of February 21, 2020 and that he would be retiring from the Board as well. Chairman Feuerman noted that J. Helak would need to write a letter to the Board.

T. Zyra shared with the Board that Silipos Inc. is currently hiring. He shared that he would connect with NCET to provide a posting for positions to be added to the online Job Board.

D. Jablonski shared with the Board that the Spring Career Fair is scheduled for March 25, 2020 at the Four Points by Sheraton in Niagara Falls. Employer enrollment is open and currently they have 60 employers committed to attend.

D. Martinez shared with the Board that there is a scheduled Job Fair at the Buffalo Central Library March 26<sup>th</sup>. 30 employers are currently registered but they are expecting more.

No further announcements were brought forward.

**VI. Next WDB Meeting: April 21, 2020 at 8 a.m.**

Chairman Feuerman reminded the Board that the **next meeting will be April 21, 2020** at the Niagara County Center for Economic Development/IDA, 6311 Inducon Corporate Drive, Sanborn, NY at 8 a.m.

**VII. Adjournment**

Chairman Feuerman thanked the members in attendance for their time. Chairman Feuerman asked the Board for a motion to adjourn the WDB Meeting. Motion made by W. Carroll. Second by K. Schuler. Meeting **adjourned at 8:55 a.m.**

Respectfully submitted,  
Helen Demler