

**Niagara County Workforce Development Board
Executive Committee Meeting Minutes – December 5, 2017**

The General WDB meeting was cancelled due to lack of response for attendance. An Executive Committee meeting was held to act upon required, time-sensitive business.

Executive Committee Members Present:

Joel Feuerman, Kory Schuler, and Christine Luly

Members Excused/Absent:

Jerald Wolfgang

WDB Staff:

John Accardo, Joanne Klemer

Guests/Staff Present:

Donald Jablonski, Michael Casale

I. Call to Order

The meeting was called to order at **8:06** a.m. at the Niagara County Center for Economic Development, 6311 Inducon Corporate Drive, Sanborn, NY. WDB Chairman Joel Feuerman noted that an Executive Committee quorum was present.

II. New Business

A. WDB Membership Review and Attendance Policy

The Executive Committee reviewed current membership and board attendance issues. formal attendance policy for members was established:

Any member with more than two absences from regular scheduled meetings within a calendar year will be removed from the Board. The Executive Director will be in charge of tracking and enforcing this attendance policy.

Motion to approve and move forward with this policy was made by Ms. Luly, seconded by Mr. Schuler, all in favor, none opposed.

B. Special Population Committee

Board Member and Chairperson of the Niagara County WDB Special Population Committee, Christine Luly shared a list of members to be appointed:

- Hassan Alishqui, Director of Employment Services, Journeys End Refuge Services
- Ian Bone, Disabled Veterans Outreach Program, NYS Department of Labor
- Bob Confer, President of Confer Plastics
- Denny Klendonis, Director of Employment Services, Opportunities Unlimited
- Elizabeth Wilk, Assistant Re-Entry Manager, NYS Department of Corrections & Community Supervision

Motion to approve Special Committee membership was made by Ms. Luly, seconded by Mr. Schuler, all in favor, none opposed.

C. Approve Local Plan PY17 Budget

Ms. Klemer distributed and reviewed Niagara County WDB PY17 Budget Reports for Adult, Dislocated Worker, Youth and Admin Programs for PY17 Budget Year (7/1/17-6/30/18).

Motion to approve PY17 Budgets was made by Mr. Schuler, seconded by Ms. Luly, all in favor, none opposed.

D. Set CRT Travel Reimbursement to a Flat Daily Rate

Currently, NCET utilizes a stepped travel reimbursement rate of \$3, \$5 or \$7 per attendance day for CRT contracts, dependent on distance traveled by participant. NCET would like to set this to a flat rate of \$5 per attendance day for all CRT contract participants. Ms. Luly was not in favor of decreasing reimbursement for individuals from a possible rate of \$7 to a flat rate of \$5. Ms. Klemer suggested increasing the flat rate for all CRT contract travel to \$7. This compromise was accepted by the Executive Committee.

Motion to set the CRT Travel Reimbursement rate to a Flat Daily Rate of \$7 was made by Ms. Luly, seconded by Mr. Schuler, all in favor, none opposed.

E. Increase CRT Training Amount

Currently, NCET CRT Training Contract funding is capped at \$3,000.00. They would like to increase it \$4,000.00.

Motion to increase CRT Training Contract funding to \$4,000.00 was made by Ms. Luly, seconded by Mr. Schuler, all in favor, none opposed.

ADJOURNMENT

Chairman Feuerman called for a motion to adjourn, motion made by Mr. Schuler, seconded by Ms. Luly. The meeting was adjourned by Chairman Feuerman at 9:34 a.m.

Respectfully submitted,
Joanne Klemer