

Niagara County Workforce Development Board
Meeting Minutes—June 23, 2016

Next Meeting: June 30, 2016 at 8 AM – Niagara County Center for Economic Development

Members Present: Tom Austen, Frank Budwey, Cesar Cabrera, Michael Carney, Joel Feuerman, Susan Gouthro, Kathleen Granchelli, John Halek, Christine Luly, James Pane, Kory Schuler, Shawn Williams, Jerald Wolfgang

Members Excused, Absent: Sam Ferraro, Suzanne Shears, James Ward, Paul Brown, Mary Lynn Candella, Tim Miller, Joseph Naccarato, Henry Wojtaszek

Workforce Development Board (WDB) Staff: David See, WDB Executive Director; Joanne Klemer, WDB Fiscal Manager; Billy Nemi, WDB Counselor

Others Present: Thomas Jaccarino, NCE&T; Staci Henry, NCE&T, Kathy Krebs, NCE&T; Dawn Marciszewski, NYSDOL; Andrew Zalikowski, NYSDOL; Michael Casale, NCCED; Karen Kwandrans, O/N BOCES; John Slenker, NYSDOL

I. Call To Order

The Meeting was called to order at 8:04 AM at the Niagara County Department of Economic Development, 6311 Inducon Corporate Drive, Sanborn NY. David See called the meeting to order and Quorum was present.

II. Old Business - Approval of past meetings minutes. Item to be moved to end of agenda.

III. New Business

A. Opening/Members Update

The meeting began with introductions of all the Board members as well as the WDB staff and others in attendance. Then David See spoke of the responsibilities of the WDB, such as developing budget, policy, and conducting oversight of the One Stop center.

Time of Future Board Meetings

David said the meetings have been scheduled at 8 AM on Wednesdays and Thursdays in the past. The past WIB determined that to be the best meeting schedule. David said some WDBs meet early morning, some late afternoon (4:30 PM). We're looking for member input on best meeting time. It was generally recognized that 8 AM Thursday was good.

Motion: Motion to approve scheduling of future WDB meetings for 8 AM on Thursdays was made by Jerald Wolfgang and seconded by Joel Feuerman. Motion was approved and carried unanimously.

Michael Casale spoke of the prior Board's policy of having alternates. In the past, designating people as alternates to attend the meetings, in place of members that cannot attend, and still count towards a quorum. David said that proxy votes were specifically mentioned in the WIOA law, specifically to be defined in the regulations (due by July). Thomas Jaccarino spoke of changes in the law regarding board size, and that fact that a smaller board which could help towards reaching quorum at meetings. David said we will begin discussing these things and going over the bylaws at future meetings.

Mr. Wolfgang discussed how a firewall is now clearly defined with WDB staff and structure, which works in the Board's interests. The Board has a fiscal responsibility and responsibility to make a budget. The Board sets policy for the area.

The Board went through an extensive search procedure and interviewed 12 candidates, down to 3, and chose David.

Niagara County Employment & Training Department (NCE&T) has been the Operator of the Center, with NYSDOL and Aging, as a consortium. Under WIOA the Board will need to comply with competitive procurement of the Operator. The Operator carries out the procedures necessary for Board policy. Joel Feuerman suggested a viewing for the board members of the Trott Career Center to see the One-Stop E&T services.

B. WIOA Orientation/Board Responsibilities

David spoke of Board responsibilities:

- * set policy for the Niagara County area
- * develop a budget
- * conduct oversight of local programs
- * designate or certify career center operators
- * coordinate the workforce investment activities with economic development strategies
- * award contracts to certified service providers
- * develop a local plan
- * promote private sector employer participation in all workforce activities

The Board gets a yearly allocation, July 1 to June 30. Greater than 80% of it has to be spent the first year, 100% has to be spent by year 2. If not, NYS may recapture the excess unspent. Funding comes from federal to state to local areas, 33 in NYS, based on a formula. The funding sources are: Adult Funding, Dislocated Worker Funding, Youth Funding, Administration; and also NYESS Grant (serving those with disabilities), and Department of Social Services, Temporary Assistance for Needy Families (TANF) Summer Youth Work Experience.

Over the next year the Board will have responsibilities of: the competitive procurement of the Career Center operator, cost sharing, and memorandums of understanding.

David See stated the final ruling is due by July 1 for WIOA Regulations. He also spoke of committees to be setup such as youth. Christine Luly mentioned the benefit of bringing partners together and combining efforts to better serve people. Mr. Feuerman added that we should remember that we are dealing with and ultimately helping individuals (disabled, incarcerated, homeless, etc.) and gave an example of a hire at Home Depot.

Mr. Cabrera had a question regarding stronger cost sharing and allocation between partners. It states that partners are mandated to pay for the space for the one stop. Mr. Wolfgang added that it didn't necessarily mean just cash but providing of services, space, staff, etc. Thomas Jaccarino made it clear that that responsibly was between the operators and not the board members to pay.

C. Labor Market

John Slenker gave a presentation on the labor market. He noted Niagara and Erie County is one economic unit. Every sector in the region (Buffalo/Niagara Falls) has grown since March 2010. He also noted we have a population of barriers and unemployment has doubled.

Discussion

John Slenker's presentation led to discussion of barriers. Susan Gouthro stated soft skills should be a focus and that an element of teaching people soft skills is important. Christine Luly interjected that she has developed a work readiness training program. Remarks by James Pane and Cesar Cabrera addressed other barriers, including transportation and childcare becoming increasingly problematical.

D. Transfer Dislocated Worker (DW) to Adult vote

Transfer of Funding: It has been determined that a transfer of \$125,000 is appropriate to meet Adult and DW spending goals. The Operator (NCE&T) expends more training funds on Adults. All Dislocated Workers are eligible as Adults. It's within regulations to transfer money between the Adult and DW programs. It has been done the past 5 years.

MOTION: Motion to approve the ability for the local area to transfer funds between PY2015 Dislocated Worker Formula funding and PY2015 Adult Formula funding, in the amount up to \$125,000. Motion was made by Jerald Wolfgang and seconded by Joel Feuerman. Motion was approved and carried unanimously.

Minutes:

Wolfgang explained that minutes were not voted on in the past. John Slenker added that the board didn't have quorum for those meetings.

MOTION: to approve old minutes (June 18, 2015; Youth Awards Procedure 2015; May 14, 2015; February 11, 2015) was made by Kathleen Granchelli and seconded by Christine Luly. Motion was approved with John Halek abstaining.

David made a request for reviewers for the Youth proposals, and offered the option to setup a work group of board members.

Open Discussion and News

David reported that we will be looking for nominations for the Chairman and Vice Chairman position for this year's Board. These must be chosen from the business members and will have duties such as being signatories of plans and monitoring reports.

Cesar Cabrera stated the Consolidated Funding Application deadline was July 29th 2016.

ADJOURNMENT

MOTION: Motion to adjourn was made by Joel Feuerman and seconded by Cesar Cabrera. Motion was approved and carried unanimously. The meeting adjourned at 9:22 AM.

Respectfully Submitted,

William Nemi