

Niagara County Workforce Development Board
Meeting Minutes – June 27, 2017

Next Meeting: September 19, 2017 at 8:00 a.m.
Niagara County Center for Economic Development

Members Present: John Accardo, Michael Capizzi, Michael Carney, Joel Feuerman, Kathleen Granchelli, John Helak, Thomas Jaccarino, Kevin McCabe, Kory Schuler, Joseph Steinmetz, and Shawn Williams

Members Excused/Absent: Tom Austen, Paul Brown, Frank Budwey, Cesar Cabrera, Mary Lynn Candella, Samuel Ferraro, Susan Gouthro, Christine Luly, Michael Martin, Tim Miller, James Pane, Kevin Roth, Suzanne Shears, James Ward and Jerald Wolfgang

WDB Staff: Joanne Klemer

Guests/Staff Present: Thomas Mormile, Michael Casale, Dennis Martinez, Donald Jablonski, Staci Henry, Kathy Krebs

I. Call to Order

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

II. Roll Call

Thomas Jaccarino was welcomed back to the Board. Dennis Martinez was also welcomed as he is standing in for Christine Luly today. And finally Thomas Mormile, NYSDOL Regional Program Monitor was welcomed.

III. Open Issues

- A. Executive Director Status – Chairman Feuerman stated David See has been so valuable to Niagara’s Board for many years, and has now taken a well-deserved retirement. The Board is currently looking to fill his position, and hopes to have that done in August. Chairman Feuerman is seeking Board members to sit on a selection committee, please let either him or Vice Chair Schuler know of your interest.
Ms. Granchelli asked if the job description is posted somewhere. Chairman Feuerman stated it is in the process of development with the County. Mr. Jablonski added he will be sure the description is sent to Chairman Feuerman once it is finalized, for dissemination to the Board.
- B. WDB Business Membership – Chairman Feuerman stated one more business partner is needed for the Board to be compliant with State regulations that the Board be at least 51% business membership and the Board is currently at exactly 50%. Please let either Chairman Feuerman or Vice Chair Schuler know if you have any suggestions or are aware of a business who may be interested. Mr. Casale asked if the list of WDB members is on the website. He was told it is.

- C. Member Conflict of Interest – At this time, Chairman Feuerman asked that any parties with a possible conflict in the next discussion item(s) please recuse themselves from the discussion.
**Niagara County Employment & Training and O/N BOCES staff left the room.*

IV. New Business

A. Youth Proposals and Awards

1. Four Youth Proposals received:
2. Three Youth Contracts expiring 6/30/17:
3. Additional Youth RFP

B. One-Stop Operator Proposal and Award

C. Service Delivery MOU

**All recused staff returned to the meeting.* Chairman Feuerman asked Ms. Klemer to lead a discussion of the Service Delivery MOU. Ms. Klemer stated the document was sent to all partners, and is meant to identify services and roles. She invited the Board members to let her know if they have any questions, but informed the Board the Service Delivery MOU needs to be acted on and approved, then sent to the State. Mr. Jaccarino asked if Mr. See had prepared this document. Ms. Klemer said he utilized a template provided by the State. She said some partners have given their input and approved the MOU, others have not responded. Ms. Klemer said she did provide this version to the State with that explanation. Mr. Jaccarino asked if any action is needed today, and made a recommendation to approve. Motion seconded by Mr. Williams, no opposed or abstaining.

Chairman Feuerman publically thanked Ms. Klemer for all her assistance in pulling together the items for review at this morning's meeting.

V. Open Discussion and News

A. Career Fair Outcomes

Chairman Feuerman called on Ms. Krebs to provide feedback on the two recent Career Fairs held in Niagara County. Ms. Krebs shared the following;

NC Spring Career Fair, March 29th @ Four Points by Sheraton: 64 businesses attended, 430+ jobseekers. 28 businesses have since responded to requests for feedback, and have reported 57 interviews and 16 hires.

Information from the Business evaluations gathered at the event was shared, including a survey of key skills they are seeking in candidates, plus several general comments.

Lockport Career Fair, May 10th @ Best Western Plus: 59 businesses attended, 240+ jobseekers. 23 businesses have since responded to requests for feedback, and have reported 54 interviews and 14 hires.

Again, information from the Business evaluations gathered at the event was shared, and a discussion ensued regarding the smaller job seeker turn-out at the Lockport event, as well as the reasoning for the almost 3 years absence of a Lockport event.

Chairman Feuerman stated he was glad to see the activity in Lockport and would like to see it continue. He said a first time event after a 3 year absence *will* draw lower attendance until it gets established, also feels keeping it at the same location year after year will drive traffic. Further discussion regarding Lockport labor market ensued.

Mr. Accardo noted the interview and hire results were comparable between the two events despite the smaller turn out for the Lockport event.

B. Fiscal/Budget Reports

Ms. Klemer said the Fiscal reports were provided, she won't read through the figures but let her know if you have any questions. Ms. Klemer mentioned the requirement to achieve at least 80% spending of funding and stated she feels we should meet that goal. She also stated she believes a transfer of Dislocated Worker funds to Adult was approved at the February meeting in the amount of \$72,000, and that has been sent the State and was approved.

Chairman Feuerman stated the next scheduled WDB meeting is 8am on Tuesday, September 19th @ this location. He stated he would like an Executive WDB Director in place at this meeting.

Discussion ensued regarding the possibility that the organizations who receive approval letters based on the earlier WDB discussion - and consequently move forward with their budget planning – may be denied funding if the entire Board chooses *not* to approve at the September meeting?

Mr. Casale said he remembers a phone vote on Youth committee in a previous year.

Both Mr. Steinmetz and Mr. Mormile said David had explained at a previous meeting that was not allowable under WIOA.

Ms. Granchelli suggested the Board would likely go with the recommendation of the subcommittee.

Mr. Jaccarino questioned if a Board meeting could be scheduled sooner.

Chairman Feuerman stated there is a challenge in getting quorum for these meetings, it will be even more of a challenge in the months of July and August.

Discussion ensued regarding the role of the Chairman of the Legislature in appointing WDB members, and the possibility of a conversation with him regarding currently seated Board members who are habitually absent. It was noted that was something Mr. See had been looking into.

Chairman Feuerman stated his goal after this meeting is to get together with Vice Chair Schuler and get one more member of the Executive Committee on the phone to achieve a tentative vote on several of these pending items.

Chairman Feuerman stated all our time is valuable and he expressed his appreciation to all in attendance.

ADJOURNMENT

Chairman Feuerman called for a motion to adjourn, motion made by Mr. Carney, seconded by Mr. Helak. The meeting was adjourned by Chairman Feuerman at 9:05 a.m.

Respectfully submitted,

Kathy Krebs and Joanne Klemer