

**EXECUTIVE COMMITTEE**  
8:15 A.M.

**FEBRUARY 3, 2015**

**TST BOCES BOARD ROOM**

**PRESENT:** L. Patz, M. Stazi, M. Stamm, J. Matteson  
**EXCUSED:** M. Coldren, J. Mareane, A. Bishop, A. Hendrix, D. Burrows, S. Pronti  
**STAFF:** J. Mattick, J. Luu

**CALL TO ORDER/APPROVAL OF MINUTES**

The meeting began at 8:19 a.m.

**APPROVAL OF MINUTES**

The meetings were deferred to the March meeting.

**WIOA BOARD MEMBERSHIP REVIEW AND RECOMMENDATIONS**

The Committee continued discussion of the Board configuration under the new law. Ms. Mattick distributed the minimum Board membership that will be required. The group discussed the advantages and disadvantages of keeping the minimum number; a reduction to the current membership means potentially losing key community member participation, while keeping the current number would require a greater number of private sector and union seats to comply with the regulations. This led to discussion about the possibility of having ex-officio non-voting seats for those members who are active board members in order to retain their participation but without needing to increase the number of private and union representative seats.

Discussion will continue at the March Committee meeting.

**PROPOSED BY-LAWS AND COMMITTEE STRUCTURE**

The draft by-laws were reviewed. They remain largely unchanged from the current version. The new committee structure has been added and the Youth Employment Council provision has been removed. References to the Workforce Investment Act have been changed to the Workforce Innovation and Opportunity Act.

The proposed Committees meeting schedules were distributed. They include:

- Governance and Membership Committee – Meet quarterly
- One-Stop Operations & Oversight Committee – Meet bi-monthly
- Youth Services Committee – Meet bi-monthly
- Services to Individuals with Disabilities Committee – Meet bi-monthly

**MARCH 25, 2015 WIB MEETING**

Ms. Mattick provided a draft March 24<sup>th</sup> WIB agenda which will include the following items:

- Approve release of WIA Youth RFP
- Approve contracts for TANF Summer Youth Employment Program
- Approve WIB by-laws
- Review/approve new membership
- Review structure and roles of committees

**MARCH 4, 2014 EXECUTIVE COMMITTEE AGENDA**

- January 2015 Minutes Approval
- February 2015 Minutes Approval
- Approval of WIB By-laws
- Approval of Membership

**APRIL 7 EXECUTIVE COMMITTEE AGENDA**

- Approve/Confirm Single County Workforce Investment Area
- Approve Letter to Governor Cuomo

## **DIRECTOR'S REPORT**

Ms. Mattick reported the OTDA audit of the 2013 summer youth employment program is underway. She also stated that she has been talking with her colleagues about whether or not the One-Stop Operator needs to go through a formal procurement process under the new law. She will provide updates as they become available.

## **ADJOURNMENT**

The meeting adjourned at 9:40 a.m. The next meeting is scheduled for **Tuesday, March 4, 2015 at 8:15 a.m. at the One-Stop Center in Center Ithaca.**

**\*\*\* Please mark your calendars – the April 7, 2015 meeting will be held at CBORD, 61 Brown Road, Ithaca \*\*\***

Minutes prepared by Jennifer Luu.