

**DECEMBER 5, 2017**

**EXECUTIVE COMMITTEE**

**8:00 A.M.**

**HUMAN SERVICES BUILDING ANNEX**

**PRESENT:** D. Burrows, S. Pronti, J. Matteson, A. Hendrix, A. Bishop, M. Stazi, M. Stamm

**STAFF:** J. Mattick, J. Luu

**CALL TO ORDER**

Chairman Burrows called the meeting to order at 8:10 a.m.

**FINANCIAL REPORTS - REQUEST TO MOVE FROM MONTHLY TO QUARTERLY REPORTING**

Ms. Mattick sought permission to provide the financial reports on a quarterly basis instead of monthly. Any concerns that should arise will be brought to the Committee sooner. There was consensus of the Committee to move to this timeframe.

**COMMITTEE UPDATES**

**YOUTH OVERSIGHT**

Ms. Hendrix stated the Committee will be meeting this week to review the WIOA request for proposals. The Committee has made the decision to prioritize populations in this RFP unlike previous years. It will be a one-year term with a one-year option to extend. A request to release the RFP will be brought to the full Board at their December 12th meeting. She noted beginning in January, the Committee will begin work on the Summer Youth Request for Proposals.

**INDIVIDUALS WITH DISABILITIES**

Mr. Matteson reported the Committee meets next week and they will have a presentation by Project Search. The program was established to open doors to individuals who may not otherwise have the opportunity to learn the skills needed to be actively employed as well as evoke change in company culture by diversifying the employment pool.

Project SEARCH provides real-life work experience combined with training in employability and independent living skills. The goal of the program and what each student strives for is competitive employment within the community.

**ONE STOP OPERATIONS AND OVERSIGHT**

Mr. Bishop stated the Committee's last meeting was canceled. The group will be focusing on reviewing the demand occupations list at their next meeting.

**GOVERNANCE AND MEMBERSHIP**

Mr. Stamm reported the Board has a couple of vacancies currently. One is a seat for labor and the second is a business seat. The Committee will be called together to discuss recruitment for those vacancies. Ms. Mattick stated that she will be reaching out to Kit Kephart the new DSS Commissioner about the TANF seat on the Board. The seat was previously filled by Joe Mareane, who has retired.

**DIRECTOR'S REPORT**

Ms. Mattick's report was sent out with the agenda packet and is included at the end of the minutes. She noted that Terri Carlson started her position of Director of Employment and Training on December 4th. She comes from workforce development in Ontario County with 20+ years and has a lot of experience operating programs.

Ms. Mattick also updated the group on the Mettler Toledo closing. The WARN Notice has been received. Rapid response will be provided to the affected employees and layoffs will occur incrementally. Mettler has indicated they do not want onsite assistance for the first four layoffs, but as they continue with others information will be distributed to those affected. They have also hired an outplacement firm to assist them

### **APPROVAL OF MINUTES**

It was Moved by Mr. Stamm, seconded by Mr. Pronti and unanimously adopted by voice vote to approve the minutes of November 7, 2017.

### **TOMPKINS COUNTY DEVELOPMENT CHALLENGES**

The group had a broad discussion about some of the development challenges the County faces. Mr. Burrows stated that those who are pro development are consistent that they are concerned about what will happen if development doesn't continue and the tax base doesn't continue to grow, but they are spending all their time fighting against the opposition. He stated there isn't a shared viewpoint on what people want the County to look like.

Mr. Stamm stated that infrastructure challenges are an issue for a lot of municipalities. Nodal growth is an option, but he isn't sure how those tie in with the other systems, ie., transportation etc.

There was discussion about having TCAT in for a discussion in February or March.

### **ADJOURNMENT**

The meeting adjourned at 9:15 a.m. The next meeting is scheduled for Tuesday, January 2, 2018 at 8 a.m. in the Human Services Building Annex. **The meeting was subsequently canceled.**