

*Tompkins County Workforce Development Board*  
**Services to Individuals with Disabilities Committee**

**MINUTES**

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**Tuesday, April 12, 2022 | Zoom Platform**

**Present:** J. Matteson, C. Stanley, C. Boone, J. Lynch, J. Schifano, R. Bradley

**Excused:** D. Barr, A. Burke, T. Fiacco

**Staff:** R. Avila, D. Lovelace, D. Achilles

**Guest:** J. Mouillesseaux

**Call to Order:**

Meeting Called to order at 8:31 a.m.

**Welcome/Introductions/Announcements:**

Ms. Avila welcomed all members to the Services to Individual with Disabilities Committee. All Committee members introduces themselves and did an overview of what their organizations does in the community to help individual with disabilities. The Services to Individuals with Disability Committee is a responsible for advising the WDB on matters related to accessibility and the provision of disability services to One-Stop customers with disabilities. The Services to Individuals with Disabilities Committee shall also provide policy guidance as it relates to services to individuals with disabilities.

**Workforce Development Board Mission:**

Ms. Avila reported the Tompkins County Workforce Development Board is 1 of 33 Board's in New York State. The Board's mission is to link job seekers with employers to have a successful employment. The board works with WIOA funding and contract with Office of Employment and Training to provide customers with services.

## **Expectations, Roles & Attendance: Meeting Dates and Times**

Ms. Avila reported to the Committee that meeting will be held every other month with the next meeting on Tuesday, June 14, 2022 in person/zoom. If a committee member prefers to attend remotely, they will need to disclose their location.

Ms. Avila reported that the Committee all members to be in attendance for all meetings to be engaged in current discussions. This will also give the Committee quorum to vote on Committee minutes.

## **Reporting:**

Ms. Lovelace will have data to share with Committee members at the next meeting in June. Ms. Lovelace reported that the Board fiscal year runs July 1<sup>st</sup> to June 30<sup>th</sup> and will report quarterly on how many customers with disabilities we are serving, overall total customers, and how we are performing that will track if we are meeting our targets for the State.

## **Discussion- Committee Purpose & Goals:**

The Committee had a discussion around what the purpose and goals of the Committee are and how to serve individuals with disabilities to be successful. All Committee members are to carry out the Committee mission through diversity, helping customers with disabilities, support for staff to work with customers with barriers and employers, and how to work with job seekers with challenges and have the customer have a successful outcome.

## **Adjournment:**

Meeting was adjourned at 9:07 a.m.