

# *Tompkins County Workforce Development Board*

## Governance and Membership Committee

### **MINUTES**

---

*Thursday, November 17, 2022 | WDB Conf. Rm 401 E State St. Suite 402B, Ithaca*

**Present:** K. Babuka, H. McDaniel

**Excused:** S. Pronti, J. Tavares

**Staff:** R. Avila, C. Sponn

#### **Call to Order**

Ms. Babuka called the meeting to order at 3:28 p.m.

#### **Approval of Minutes - August 18, 2022**

Due to lack of quorum approval of August 18, 2022 minutes will be deferred to the next Governance and Membership Committee meeting.

#### **Current Board Membership**

##### **Board Elections**

Ms. Achilles has emailed out ballots for Board Officer elections.

##### **Sexual Harassment Training Attestation Form**

Ms. Achilles is still receiving Sexual Harassment Training Attestation forms and will finalize with the last couple of Board members.

##### **Board Meeting 2023 Schedule**

The Board meeting schedule for 2023 calendar invites have been sent out. 2023 will consist of 6 Board meetings. April 20223 will be a tentative meeting date if Board needs to do any business and will be available on Zoom.

## **Vacancy**

### **Vice-Chair - Update**

Ms. Franzese has accepted the position of Vice-Chair for the Board.

### **Amy Iles Resignation/Replacement**

Ms. Babuka and Ms. Avila have reached out to organizations for a Treasurer replacement for Ms. Iles.

## **Discussion**

### **Committee's 2023 Meeting Schedule**

Committee members had a discussion of finding a new meeting time/date due to members having other commitments.

## **Adjournment**

Ms. Babuka adjourned the meeting at 03:44 p.m.

The next meeting is scheduled for Thursday, February 16, 2022



## RE: appointment to WDB Board

Brittini Griep <bgriep@tomkins-co.org>

Wed 2/2/2022 11:26 AM

To: Diane Achilles <DAchilles@tomkins-co.org>

Ahh the appointments to your Board 😊

Here is what I have:

<u>Appt. Date</u>	<u>2022</u>
07/16/19	<b>Business</b> – Mohamed Abdelrehim, 36 Cinema Drive, Ithaca, NY 14850
07/07/20	<b>Business</b> – Chris Malcolm, 500 South Meadow Street, Ithaca, NY 14850
02/02/21	<b>Business</b> – Jay Shapiro, 2 Devon Dr., Endicott, NY 13760
08/20/19	<b>Business</b> – Kirra Franzese, 107 Durland Place, Watkins Glen, NY 14891
02/02/21	<b>Mandated Partner</b> – Kip Cerasaro, 150 Graham Road, Ithaca, NY 14850
05/07/19	<b>Mandated Partner - Vocational Rehabilitation</b> – Jack Lance, 512 Old Colony Road, Clarks Summit, NY 18411
10/19/21	<b>20% Requirement – Organization Serving Individ. w/ Disabilities</b> – Ashley Burke, 4120 Skyline Drive, Keuka Park 14478
	<u>2023</u>
06/16/20	<b>Business</b> Brian K Forrest, 5751 Stillwill Road, Trumansburg, NY 14886
06/16/20	<b>Business</b> – Paul Levesque II, 184 North Main Street, Moravia, NY 13118
06/16/20	<b>Business</b> – Keviersey, 4961 Cornish Hts. Pwy, Syracuse, NY 13215
06/16/20	<b>Business</b> – Jennifer Tavares, 91 Waterwagon Rd., Ithaca NY 14850
06/16/20	<b>20% Requirement – Youth Serving Organization</b> – Kate Shanks-Booth, 288 Harford Rd., Lower Apt. Brooktondale, NY 14817
02/02/21	<b>20% Requirement – Labor Organization/Apprenticeship</b> – Todd Bruer, 10 Hilton Rd., Dryden
06/16/20	<b>Mandated Partner-Adult Education/Literacy Representative</b> –Jeffrey A. Matteson, 384 Virgil Rd, Dryden, NY 13053
	<u>2024</u>
2/1/22	<b>Business</b> – Kim Babuka, 380 Luce Road, Groton NY 13073
6/15/21	<b>20% Requirement - Labor Organization</b> –John M. Cometti, 320 Beach Road, Syracuse, NY 13209
10/19/21	<b>20% Requirement - Community-based Organization</b> –Danielle Harrington, 288 Piper Rd, Newfield 14867
6/15/21	<b>Business</b> – Derek Burrows, 402 Cayuga Heights Road, Ithaca NY 14850
6/15/21	<b>Business</b> - Amy Illes, 9 Estates Drive, Ithaca, NY 14850
6/15/21	<b>Mandated Partner - Economic Development Representative</b> – Heather McDaniel, 2219 N. Triphammer Rd., Ithaca
6/15/21	<b>Business</b> – Teri Tarshus, 102 Renwick Drive, Ithaca, NY 14850
6/15/21	<b>Mandated Partner – Higher Education</b> – Carrie Coates Whitmore, 170 N. Street, Dryden NY 13053
6/15/21	<b>Key Community Partner - TANF Representative</b> – Kit Kephart, 1864 Rt. 96, Trumansburg, NY 14886
6/15/21	<b>Business</b> – Scott Pronti, 19 Conlon Road, Lansing, NY 14882

---

**From:** Diane Achilles <DAchilles@tomkins-co.org>

**Sent:** Wednesday, February 2, 2022 11:25 AM

**To:** Brittini Griep <bgriep@tomkins-co.org>

**Subject:** Re: appointment to WDB Board