

# *Tompkins County Workforce Development Board*

## Youth Oversight Committee

### **MINUTES**

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**Monday, August 08, 2022 | WDB Conference Room, 119 E. Seneca St, Suite 200, Ithaca**

**Present:** J. Harriott, J. Clemons

**Excused:** K. Shanks-Booth, C. Malcolm, V. Zeppelin

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

#### **Call to Order**

Mr. Harriott acted as the committee chair in Ms. Shanks-Booth absence. Mr. Harriott called the meeting to order at 2:10 p.m.

#### **Approval of Minutes - July 11, 2022**

There were not enough voting members present to achieve quorum; the vote to approve the previous meeting's minutes is tabled until the next meeting.

#### **Financial Update - Joblink**

Ms. Achilles reported to the Committee data on the comparison of WIOA IS/OS Youth allocations to expenditures on participants for Program Year 2021 (PY21) which runs from July 1, 2021 to June 30, 2022. Ms. Achilles reported that Office of Employment and Training expended 77% of the money available. The percentage of spending on participants' fringe rate was lower than percentage for wages because the county's fringe rate lowered during the program year from 12.7% to 11.5%.

#### **WIOA Youth RFP Update & Timeline**

Ms. Lovelace reviewed with the Committee a tentative timeline for submitting WIOA youth RFP on time. Ms. Lovelace reported the WIOA Youth contract runs for 2 years with an option for Committee to extend for a year. The current contract will conclude June 30, 2023.

#### **Summer Youth Employment Program -Update**

Ms. Lovelace reported to the Committee that SYEP is about half way complete with the 3 organizations (OET, IYB, and CCC) that we are contracted with.

Ms. Lovelace has been conducting site visits, and monitoring the claims and payroll reports that are coming in. Participant file monitoring will begin next week.

As part of the pilot program for the new operator CCC LLC preliminary findings are being shared so the provider is aware and has time to proactively make corrections before the end of the program.

### **Director's Update**

Ms. Avilla shared that Jackie Mouillesseaux is resigning and her last day is September 2<sup>nd</sup>. Melissa Caci will serve as the Interim Director.

### **Adjournment**

Mr. Harriott adjourned the meeting at 3:16 p.m.

The next meeting is scheduled for September 12, 2022

**Tompkins County Office of Employment Training  
Budget Statement  
30-Jun-22**

100% of yr.

**IS/OS Youth information**

	<b>Jun-22</b>	<b>YTD</b>	<b>Balance</b>	<b>YTD % of Budget</b>
<b>Expenditures</b>				
<b>Supportive Services</b>	335.59	3199.09	3383.91	49%
<b>Tuition</b>	0.00	0.00	0.00	0%
<b>Participant Wages</b>	14419.95	70192.01	16807.99	81%
<b>Participant Fringe</b>	1658.30	7593.36	3460.64	69%
<b>Total Expenditures</b>	16413.84	80984.46	23652.54	77%