

**EXECUTIVE COMMITTEE**

**FEBRUARY 4, 2014**

**8:00 A.M.**

**ROYAL COURT RESTAURANT**

**PRESENT:** L. Patz, A. Hendrix, D. Burrows, J. McPheeters, P. McKee, M. Coldren, A. Pedersen, M. Stazi  
**EXCUSED:** C. Haynes, M. Stamm  
**STAFF:** J. Mattick, J. Luu

**CALL TO ORDER/APPROVAL OF MINUTES**

The meeting began at 8:05 a.m.

**APPROVAL OF MINUTES**

It was Moved by Mr. Pedersen, seconded by Ms. McPheeters and unanimously adopted by voice vote of members present to approve the minutes of November 5, 2013 and January 7, 2014 as submitted.

**AUTHORIZATION TO RELEASE 2014 SUMMER YOUTH EMPLOYMENT REQUEST FOR PROPOSALS**

The Youth Employment Council's Performance and Evaluation Committee has been meeting to do a thorough review of the request for proposals. The RFP is expected to be released approximately February 12<sup>th</sup>, which is a month earlier than in past years. Additional bidders are anticipated this year and Letters of Intent will be requested in the RFP. It was Moved by Ms. Hendrix, seconded by Ms. McPheeters and unanimously adopted by voice vote of members present to approve the release of the Request for Proposals for the 2014 Summer Youth Employment Program.

**FEBRUARY 11, 2014 WIB MEETING UPDATE**

The draft agenda was distributed for the upcoming WIB/School Administrator's meeting. The meeting will spotlight the Connecting Educators to the 21<sup>st</sup> Century Workplace as well as highlight current Youth Employment Council initiatives and continue the dialogue between business and education on ways to work together to help young people become college and career ready.

**WIB/OFFICE OF EMPLOYMENT AND TRAINING FISCAL SPLIT**

Ms. Mattick reported that the New York State Department of Labor conducts fiscal and program monitoring of the Office of Employment and Training and the WIB and they look at the two departments as one entity, leaving the WIB responsible for any findings not just related to the WIB activities but also of the Office of Employment and Training. This is quite unique to Tompkins County because in most workforce investment areas, the WIB monitors OET and the State then reviews the WIB. She has been in conversations with the County Administrator as well as the NYSDOL about changing this dynamic, and noted that there could be some conflict with the County monitoring itself. As such, she would recommend that the Finger Lakes Workforce Investment Board be contracted with to do the monitoring. Additional information will be provided once it becomes available.

**DIRECTOR'S UPDATE - FEDERAL WORKFORCE FOCUS, MARCH MEETING EXECUTIVE SESSION WITH JOE MAREANE RE: WIB DIRECTOR PERFORMANCE**

Ms. Mattick reported she and Mr. Stamm will be visiting an advanced manufacturing training program that is run through the Finger Lakes Community College. The program is hosted by the GW Lisk Company in Clifton Springs. They will be discussing what skill sets are needed and what needs to happen to replicate the training available here in Tompkins County.

She reported the President is talking about a federal jobs focus. More information will be provided when available.

At the next Executive Committee meeting, County Administrator Joe Mareane will be attending to discuss Ms. Mattick's performance review and get the Committee's feedback.

**ADJOURNMENT**

The meeting adjourned at 8:55 a.m. The next meeting is scheduled for Tuesday, March 4, 2014, at the Royal Court Restaurant.

Executive Committee Minutes  
February 4, 2014

Minutes prepared by Jennifer Luu.