

EXECUTIVE COMMITTEE

NOVEMBER 1, 2016

8:15 A.M. HUMAN SERVICES BUILDING ANNEX

PRESENT: D. Burrows, A. Hendrix, M. Stazi, S. Pronti, A. Bishop, J. Matteson, J. Mareane
EXCUSED: L. Patz, M. Stamm
STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chairman Burrows called the meeting to order at 8:06 a.m.

APPROVAL OF MINUTES

It was Moved by Ms. Stazi, seconded by Mr. Pronti and adopted by voice vote to approve the minutes of September 6, 2016. Mr. Matteson and Mr. Mareane abstained from voting because they were not in attendance at the meeting.

Mr. Bishop arrived at 8:08 a.m.

JULY, AUGUST AND SEPTEMBER REPORTS – WDB AND OFFICE OF EMPLOYMENT AND TRAINING

Ms. Mattick reviewed the WDB's and Office of Employment and Training fiscal reports for the July-September timeframe. She reported expenditures are on track in the Board's budget with one anomaly in the software/hardware budget category. The software license with Chmura Economics and Analytics for JobsEQ, which provides labor market data, is shared with TCAD and comes due biennially. This was an oversight when preparing the budget. She noted that in this type of situation expenditures will be decreased in other areas. In the situation of any excess revenue at year end, it is reprogrammed into the next fiscal year.

The budget for the Office of Employment and Training is on track, but will look much different when the October budget statement is prepared. Training funds are being spent at a rapid pace and those expenses will be realized in October, when a significant amount of training begins. Training funds will be depleted before year-end and this becomes a customer service issue as it will be necessary to turn people away. It has been some time since training funds have been fully expended and in prior years there has been carryover available. She noted that the numbers of people being seen at the Center have not increased, but more people are receiving more in-depth training which costs more.

Ms. Mattick also reported that the way the allocations are disbursed by the State is puzzling; one quarter is disbursed in the first quarter and three quarters in the second quarter. We are well into the second quarter, but the second allotment has not yet been received. This hinders staff as they cannot spend money for training prior to it being received.

Ms. Mattick reviewed the Contractor Expense Statement noting that expenditures are being analyzed for the Summer Youth Employment Program as some expenses are still being paid in October. She stated the Office of Employment and Training was under expended for their program and contracts were modified with the Youth Employment Service and Challenge Workforce Solutions to provide them with additional funding.

ONE STOP PROCUREMENT

Ms. Mattick stated there have been multiple conversations with her colleagues and NYSDOL over the new legislation and the requirement that the One-Stop Operator must be competitively procured. The function of the One-Stop Operator is to coordinate services, but the services piece does not need to be procured. There is no funding attached to the procurement, and coordination of services will be paid for through a MOU process. Recently, Ms. Mattick attended a meeting with the USDOL Region 1 Coordinator and they have said that they have not issued any guidance to the State around this matter and they must do so prior to any directives being issued by the State. They also indicated that local areas cannot be held

accountable by NYSDOL when guidance has not been issued. The regulations indicate that progress must be being made toward procurement within 90 days of the final regulations being issued which would mean mid-November. USDOL has stated that as long as a Board is having discussions and the discussions are being documented, it is considered making progress. Ms. Mattick stated that the Executive Director of NYATEP is reaching out to the USDOL Region Coordinator to get this information in writing. Ms. Mattick also stated that NYSDOL has hired a national consultant to help lead them through the process of issuing guidance. The consultant will be meeting with WFD Directors in November and December and at this time her recommendation would be to hold off making any decisions until after those meetings conclude.

Mr. Burrows asked if it would be easier to issue an RFI, get one response and then have a sole source. Mr. Matteson stated there may be guidelines that speak to what services need to go in the RFP. Ms. Mattick stated there is also the issue of whether a County department can respond to a County RFP and this needs clarification. Mr. Pronti asked if sub-awards are allowed and Ms. Mattick stated this isn't clear either. Currently, a consortium model is being used; the Office of Employment and Training, County Office for the Aging, and NYSDOL, and this model can continue to be used. Mr. Mareane asked if there are workforce areas where no one will respond and is there a way to improvise if this happens. Ms. Mattick stated there is a way that Boards can become the operator but she could not recall under what circumstances.

COMMITTEE UPDATES

Youth Oversight Committee

Ms. Hendrix reported the summer providers will attend the next meeting and give their feedback. The group is also in the beginning stages of preparing the WIOA Youth RFP.

Services to Individuals with Disabilities Committee

Mr. Matteson stated the group met in September and had a presentation by Challenge Workforce Solutions and the changes that will affect ACCESS-VR under new legislation. The Committee will meet again on November 16th.

One Stop Operations and Oversight Committee

Mr. Bishop stated the Committee will meet on November 10th. They are working on looking at and writing or rewriting policies as well as reviewing customer satisfaction data.

CHAIR'S UPDATE

Mr. Burrows stated the presentations and conversation at the last Board meeting went well. He suggested having Mike Hall, Airport Manager come to the December Board meeting to provide an update on operations and have a representative from TCAT attend in February. Mr. Mareane volunteered to reach out to Mr. Hall. It would be good to know what demands each are facing, what they are hearing from employers about their needs, etc. The group discussed once they have a full year of discussion about the challenges being faced within the community, i.e., transportation, housing, etc., and then preparing a position statement that covers all of the issues from the Board to the County Legislature. Mr. Mareane stated that if the statement is prepared stating that these issues are very important to workforce and economic development this could have an impact. Ms. Stazi stated that employers don't speak out because they don't want a negative impact on their business. Mr. Mareane stated that the Chamber of Commerce can be the voice for businesses.

ADJOURNMENT

It was Moved by Mr. Pronti, seconded by Mr. Bishop and adopted by voice vote to adjourn the meeting at 9:17 a.m.