

EXECUTIVE COMMITTEE

DECEMBER 1, 2015

8:15 A.M.

HUMAN SERVICES BUILDING ANNEX

PRESENT: D. Burrows, A. Hendrix, S. Pronti, A. Bishop, J. Mareane, M. Stamm, J. Matteson, L. Patz

EXCUSED: M. Stazi

STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chairman Burrows called the meeting to order at 8:15 a.m.

APPROVAL OF MINUTES

It was Moved by Mr. Stamm, seconded by Mr. Pronti and adopted by voice vote with Mr. Matteson abstaining to approve the minutes of November 3, 2015.

OCTOBER 2015 FISCAL REPORTS-WIB AND OFFICE OF EMPLOYMENT AND TRAINING

The October fiscal reports were reviewed for the Workforce Development Board. Ms. Mattick noted revenue was not received in October due to the timing of the cash order. She stated that in November the County share was posted along with \$168,000 from the previous month's cash order. She stated there was an unexpected cost in software/hardware as a result of the County billing for Netmotion licenses and annual maintenance.

The Committee reviewed the contractor expense summary. Ms. Mattick stated that the Office of Employment and Training has expended 58% of their contract as of the end of October. This is not uncommon as August and September traditionally have the highest tuition expenditures. Ms. Mattick reported that Challenge Workforce Solutions under-expended their summer youth employment contract by 17% and they also did not meet the 65% participant expenditure requirement due to not having a sufficient number of participants. As a result, they will need to repay approximately \$2,000 for disallowed costs. She reported that the Ithaca Youth Bureau expended 100% of their contract for the summer youth employment program. County Youth Services has expended 75% of their contract, which will conclude December 31, 2015.

The fiscal reports for the Office of Employment and Training for the months of October and November will be provided at the January committee meeting.

BUDGET ADJUSTMENTS – WORKFORCE DEVELOPMENT BOARD AND OFFICE OF EMPLOYMENT AND TRAINING

It was Moved by Mr. Burrows, seconded by Mr. Mareane and unanimously adopted by voice vote of members present to approve the following budget adjustments:

Workforce Development Board

Revenue - WIA Adult	\$17,840
WIA Dislocated Worker	\$ 2,416
Appropriation - Subcontracts	\$20,256

Explanation: Revenue overlooked during the 2015--2016 budget process (2014-2015 Adult and Dislocated Worker funds), and additional revenue carryover estimated during the budget process.

Office of Employment and Training

Revenue - WFDB WIA Funding	\$20,256
Appropriation - ITA/OJT's	\$17,256
Supportive Services	\$ 3,000

Explanation: Increase training and supportive services available to customers in training.

REQUEST TO TRANSFER WIOA DISLOCATED WORKER FUNDING TO WIOA ADULT FUNDING

It was Moved by Mr. Matteson, seconded by Mr. Pronti and unanimously adopted by voice vote of members present to approve Ms. Mattick submitting the request to NYSDOL to transfer \$25,000 of Dislocated Worker funding to Adult funding.

DIRECTOR'S UPDATE

Ms. Mattick reported two letters were received from NYSDOL regarding performance measures. The common measures were met or exceeded. One customer service measure was not met and that is related to regional training and a performance improvement plan will be required. She stated this is a State measure and there are no fiscal sanctions tied to it. She stated all of the training that occurs must be in demand occupations and the One Stop Operations Committee will be reviewing that list.

She reported the Chamber of Commerce has requested a small editorial relating to how the employment picture now differs from the past and the crisis of not having enough available labor.

Mr. Burrows stated that the current unemployment rate of 3.6% accounts for approximately 2,000 unemployed individuals. That number does not include the underemployed.

BOARD MEETING FOLLOW-UP

The group continued discussion relating the number of unemployed and employer difficulties in finding suitable labor to meet their needs. There is growth in higher paying industries in the County, but there are still people living in the margins where more could be done to get those individuals into positions as well as developing training opportunities for those individuals.

Mr. Matteson stated he thinks there is a mismatch between what people are being readied for and the jobs that are available. More work is needed to look at what can be done to help identify, promote and prepare people for those opportunities.

There was consensus that more discussion is needed. Members were asked to think about what can be done to assist smaller high wage companies, what outside efforts are companies using to fill their open positions, and what things are lacking in the community that the WFDB could focus on to provide assistance.

ADJOURNMENT

It was Moved by Mr. Stamm, seconded by Ms. Patz and unanimously adopted by voice vote of members present to adjourn the meeting at 9:24 a.m. The next meeting is scheduled for January 5, 2016 at 8:15 a.m. at TST BOCES.

Minutes prepared by Jennifer Luu.