

Westchester-Putnam Workforce Investment Board

Board Meeting

Foundation Board Room

Westchester Community College, 75 Grasslands Road, Valhalla, NY 10595

May 29, 2015

Minutes

This meeting was called to order at 9:07 AM

1. Roll Call

Board: David Singer, Allison Madison Daniel Magnus, Ann Rubenzahl (Representing Dr. Belinda S. Miles), Edward Cooke, Elaine Sozzi, James D. Schutzer, John Savage, Joseph DiCarlo, Kevin McGuire, Marissa Brett, Mark Ridgeway, Michael Piazza, Potoula Gjidiija, Richard Friedman, Sorraya Sampson, Wiley Harrison, and William Mooney

Staff: Donovan Beckford OJ Yizar, Ali Tarchoun

Guests: Kris, Linda Champanier

2. Approval of Minutes of the Board meeting held on April 16, 2015: ***Motion to approve the minutes was made by: Wiley Harrison, 2nd by William Mooney III; Abstentions: none; Motion carried***

3. Voting Items:

WIOA Implementation Strategies:

a) Ad Hoc Committees Reports

- Youth under WIOA: Allison Madison presented to the group.
- Adult and Dislocated Worker under WIOA: Sorraya Sampson presented to the group.
- Workforce Development Board under WIOA: Allison Madison presented to the group.

Motion to approve: Edward Cooke, 2nd by Daniel Magnus; Abstentions: none; Motion carried

b) Four Year Strategic Plan Vision and Goals

Linda Champanier the Strategic Plan Writer presented to the group. Donnovan explained the importance of our website and Ed Cooke noted the importance of transparency in what we do. Allison Madison asked about the common identifier and Donovan explained that are waiting for guidance from the State and until then we will not make any changes to the names of the employment centers. Another question was about meeting deadlines and Donovan explained that the Feds are behind in issuing guidance and as soon as the guidance is issued we should be ahead because of the work we are doing. Donovan also explained how the board member must be nominated under WIOA. William Mooney, III also indicated that we are on the right track thanks to the work the committees are doing and what Donovan and our Law Department is doing.

Linda Champanier also pointed out that the Strategic Plan focuses on regional programs.

Motion to accept the initial draft of the Four Year Strategic Plan Vision and Goals: Allison Madison, 2nd by Edward Cooke; Abstentions: none; Motion carried

- c) **WIOA Four Year Strategies and Budget** - Accept the strategies developed by the Youth Council and the One Stop Committee as required by WIOA and are incorporated into the draft four-year plan that will be published for public comments on or about June 1, 2015. ***Motion to approve: Kevin McGuire, 2nd by Elaine Sozzi; Abstentions: none; Motion carried***
- d) **One-Stop Operator Strategy-** To recertify the existing One Stop Operator Consortium to oversee the One Stop System for the next two years as allowed under WIOA Notice of Program Rule Making. This is on the condition that during the next year, the Workforce Development Board will develop a strategy for selecting the One Stop Operator competitively required by WIOA Sec. 121 (d) 1 and (d) 2(A) no later than July 1, 2017. Elaine Sozzi presented. ***Motion to approve by: Edward Cooke, 2nd by Allison Madison; Abstentions: none; Motion carried.***
4. **Ready to work Boot Camp Provider** - Authorize a contract with The Workplace for an amount not to exceed, \$675,126.00 for a period not to exceed 41 months to provide Boot Camp for the regional Hudson Valley Healthcare Connection as prescribed in the contract with the USDOL for this project. Motion to approve by: Kevin McGuire, 2nd by Marissa Brett; Abstentions: WCC; Motion carried
5. **Work Experience Manager-** Authorize to the development and issuance of request for proposal (RFP) for a Work Experience Manager to implement sec 129 (c) 2 (C) of Workforce Innovation & Opportunity Act (WIOA) that requires LWDB to make available work experience activities including; summer employment, pre-apprenticeship, internships and job shadowing. Workforce Experience Programs RFP to participating youth. OJ presented. ***Motion to approve by: Allison Madison, 2nd by Sorraya Sampson; Abstentions: none; Motion carried.***
6. **Private Sector Summer Jobs Service Provider Contracts-** Authorize a contract with each of the six youth services agencies that will work collaboratively with the Business Council of Westchester to implement the 2015 Private Sector Summer Jobs for an amount not to exceed \$35,000. This project is funded by the Westchester County Department of Social Services. OJ presented. ***Motion to approve by: Ann Rubenzahl, 2nd by Michael Piazza; Abstentions: none; Motion carried.***
7. **Business Sector Manager-** Authorize the development and issuance of a RFP to solicit proposals to provide Business Sector Manager to provide business services

as prescribed in the WIOA for one year with the option to renew for an additional three years. **Motion to approve by: Allison Madison, 2nd by Marissa Brett; Abstentions: none; Motion carried.**

8. **Eligible Training Provider Solicitation-** Authorize staff to distribute Request for qualifications for entities desiring to be eligible training providers in the WPLDA for the period beginning July 1, 2015 as required by the WIOA. **Motion to approve by: Sorraya Sampson, 2nd by Ann Rubenzahl; Abstentions: none; Motion carried.**
9. **ITAs over the Cap –** Authorize the issuance and payment for 10 ITAs over the \$3,000 cap by an additional amount totaling \$13,770.00 Allison Madison inquired if a felon could work as an HVAC installation/repair and the answer was that the law does not prohibit felons from working as HVAC installation/repair and it would depend on the crime committed. **Motion to approve by: Sorraya Sampson, 2nd by Michael Piazza; Abstentions: none; Motion carried.**
10. **Amendment to Bylaws -** Authorize amendment to its bylaws by adding four (4) conflict of interest statements as required by WIA. **Motion to approve by: Edward Cooke, 2nd by Allison Madison; Abstentions: none; Motion carried.**
11. **Annual WIB Meeting –** Approve plan and costs associated with the Annual Meeting to be held Friday, June 26, 2015. **Motion to approve by: Sorraya Sampson, 2nd by Kevin McGuire; Abstentions: none; Motion carried.**
12. **Adjournment:** The meeting was adjourned at 10:32 AM. **Motion to adjourn by Allison Madison, 2nd by Wiley Harrison; Abstentions: none; Meeting adjourned.**