

WESTCHESTER-PUTNAM WORKFORCE INVESTMENT BOARD MEETING

March 27, 2014

MEETING MINUTES

1. **Roll Call: Board** – David Singer; Dr. Marsha Gordon; Allison Madison; Claudia Murphy; Edward Cooke; James D. Schutzer; Kevin McGuire; Mark Ridgeway; Dr. Michael Gillan; Richard Friedman; Richard Greenwald; Sorraya Sampson; Thom Kleiner; Thomas Capurso; Wiley Harrison; **Staff:** Donovan Beckford; OJ Yizar; Allen Kelley; Allison Jones, **Guests:** Deputy County Executive Kevin Plunkett; Dr. Iris Pagan; Ebony White; and Rob Kissner
2. **Approval of Minutes of the joint One-Stop and Youth Council meeting held on January 30, 2014:** Motion to approve the minutes was made by: Ed Cooke; 2nd by Claudia Murphy; Abstentions; none; Motion: Approved
3. **Voting Items:**

- a. **Hire Westchester:** The WPWIB to approve contracting with the following businesses to hire and train 6 new employees who are Westchester County residents:

Company	Job Title	# of Positions	Proposed Amount	WIBs Portion (up to 50%)
Norman	Appraisal Coor.	1	\$8,960.00	\$4,480.00
Hubbard	Appraisal Coor.	1	\$17,280.00	\$8,640.00
	Appraisal Coor.	1	\$8,960.00	\$4,480.00
SANMAR	Restoration Techs	3	\$14,400.00	\$7,200.00
Building Services				
Total		6		\$24,800.00

Motion for the WPWIB to approve contracting with the above listed companies was made by: Dr. Marsh Gordon; 2nd by Allison Madison; Abstentions; none; Motion: Approved

- b. **Just Add One:** The WPWIB to approve the One-Stop Committee to develop the scope of services and terms and conditions to issue an RFP. **Motion for the WPWIB to approve the One-Stop-Committee to develop the scope of services and terms and conditions to issue an RFP was made by: Allison Madison; 2nd by Tom Capurso; Abstentions; none; Motion: Approved**
- c. **Strategies to Serve the Long-Term Unemployed:** The WIB to:
 1. Accept the Long-Term Unemployed Committee's Report
 2. Approve the development and submittal of a proposal for the Ready-to-Work Grant solicitation to serve the long-term unemployed

3. Approval to enter into contract with Proposal Pro, Inc in the amount not to exceed \$14,000.00. **Motion for the WIB to approve the above listed was made by: Wiley Harrison; 2nd by Tom Capurso; Abstentions; none; Motion: Approved**
 - d. **Private Sector Summer Employment Program:** Approval for the WIB to contract with seven youth organizations to provide recruitment, interviewing, job preparation and referrals for youth ages 18-24 in unsubsidized summer employment opportunities. **Motion for the WIB to approve the above listed was made by: Dr. Michael Gillan; 2nd by Edward Cooke; Abstentions; none; Motion Approved**
 - e. **YouthBuild grant Writer:** Authorization for the WIB to solicit and hire a grant writer consistent with all federal, state and county procurement rules. **Motion for the WIB to solicit and hire a grant writer consistent with all federal, state and county procurement rules was made by : Edward Cooke; 2nd by Tom Capurso; Abstentions; none; Motion Approved**
4. **New Initiatives**
- i. **Veteran Initiative**
 - ii. **Hispanic Initiative**
5. **Updates (youth initiatives)**
- a. **The Third Annual Youth Summit**
The Summit is scheduled for Wednesday, April 16, 2014 at the Crowne Plaza in White Plains, NY. The Youth Summit is a collaboration between the Westchester-Putnam-WIB and the Business Council of Westchester bringing together Westchester youth in a full day program highlighting future careers, empowerment and workforce development.
 - b. **WIA In-School Initiatives**
Update on the WIA In-School Initiatives that involve implementation of workforce programs being completed within the WWDAY high schools.
 - c. **NYATEP Presentations**
Discussion of workshops being presented by the WIB Youth Programs on the STRIVE For The Future and The Westchester-Putnam College Internship Program.
 - d. **YouthBuild & Strive Program Updates**
The latest quarterly reports submitted for both programs are attached for review. National YouthBuild Day – April 3, 2014 is designated as a day to demonstrate and highlight program effectiveness within each local community.
6. **Announcements:** March 29 – April 1, 2014 – NAWB 2014 Forum Dialogue for Workforce Excellence, Washington, DC.

1:00pm

7. County Executive Robert P. Astorino Launches 2014 Private Sector Summer Jobs Program

On behalf of County Executive Robert P. Astorino, Deputy County Executive Kevin Plunkett along with Board Chairman David Singer launched the Private Sector Summer Jobs Program at the Digital Arts Experience. The initiative is a public-private partnership between the **Westchester-Putnam Workforce Investment Board (WIB), The Business Council of Westchester** and dozens of local businesses and youth service agencies. Now in its fifth year, the program connects smart and highly motivated 18-24 year-olds who are looking for summer employment with companies that are seeking additional support.

8. Adjournment