

Westchester-Putnam Workforce Development Board

Annual Meeting

Putnam County Golf Course

187 Hill Street, Mahopac, NY 10541

Friday, June 24, 2016 from 9:00am to 11:00am

Agenda

- I. Roll Call**
- II. Minutes of May 20, 2016 meeting**
- III. Reports:**
 - A. Programs Committee**
 - B. Performance and Accountability Committee**
 - C. Business Engagement Committee**
- IV. Voting Items**
 - a. WDAY Contracts Renewal for Program Year 2016:** Authorize Westchester County to renew the existing WDAY contracts by adding funding for the 2016 program year for an amount not to exceed \$819,474.17
 - b. Office of Temporary and Disability Assistance 2016 Summer TANF Award Letter:** Accept the OTDA 2016 Summer TANF award letter in the amount of \$514,762.
 - c. 2016 Summer TANF Youth Employment Program Contracts:** Authorize Westchester County to enter into contracts with the selected 2016 Summer TANF youth providers for a total amount not to exceed \$442,916.
 - d. Town of Greenburgh (Theodore D. Young Community Center) Summer TANF Contract:** Authorize Westchester County to enter into a contract with the Town of Greenburgh to recruit and place no less than 14 youth for an amount not to exceed \$20,000.
 - e. Greater Centennial A.M.E Zion Church:** Authorize Westchester County to enter into a contract with Greater Centennial A.M.E Zion Church to recruit and place no less than 14 youth for an amount not to exceed \$20,000.

- f. **Westhab Re-Entry Contract:** Authorize Westchester County to amend the re-entry contract by extending it from February 1, 2016 to June 30, 2016 at no extra cost.
- g. **WSWHE BOCES:** Authorize Westchester County to enter into a contract with Washington-Saratoga-Warren-Hamilton- Essex BOCES for an amount not to exceed \$2,774 to train a Jobs Waiting participant, Helen Lowden, who moved to Saratoga after graduating from boot camp.
- h. **By-Law Amendment:** Approve an amendment to the by-laws to process voting items that comes up in between board meetings.
- i. **Program Year 2016 Annual Budget:** Accept the preliminary PY2016 annual budget.
- j. **Program Year 2015 Obligation Report:** Accept the 2015 obligation report.
- k. **ProDoula, LLC:** Authorize Westchester County to enter into a contract with ProDoula, LLC to train a One Stop Career customer for a cost not to exceed \$1,065.
- l. **America's Promise Job Driven Grant Program Grant Writer RFQ:** Authorize the development and issuance of a Request for Quotations (RFQ) to solicit quotations to write America's Promise Job Driven Grant Program grant proposal.
- m. **Inspiria Media OJT Contract:** Authorize Westchester County to enter into an On the Job Training contract with Inspiria Media to hire three new employees for a total amount not to exceed \$20,000
- n. **NYSDOL Cuts and its Impact on Funding Services:** Approve the development and emailing of letter to Governor's representative addressing the cuts to our WIOA programs and their impact on funding services.
- o. **Promotion and Marketing Contract with Harquin Creative Group:** Authorize Westchester County to enter into a contract with Harquin Creative Group to deliver promotion and marketing services to the Westchester-Putnam workforce system for an amount not to exceed \$250,000 to be paid in three equal installments for a three-year period starting July 1, 2016 and ending June 30, 2019.

V. Adjournment