

Westchester-Putnam Workforce Investment Board

Annual Board Meeting

Candela Systems Corporation
168 Old Saw Mill River Rd # 3, Hawthorne, NY 10532

June 26, 2015

Minutes

This meeting was called to order at 8:45 AM

1. Roll Call

Board: David Singer, Allison Madison, Allison Madison, Dr. Marsha Gordon, Edward Coke, Elaine Sozzi, James Bernardo, James Schutzer, John Savage, Joseph DiCarlo, Kevin McGuire, Len Vallender, Marissa Brett, Mark Ridgeway, Mike Piazza, Richard Friedman, Robert Sanders, Tom Kleiner, Thomas Capurso, and Wiley Harrison.

Staff: Donnovan Beckford OJ Yizar, Ali Tarchoun, Sonda Norris-Lowe, Victor Avendano, Wanda Cruz, Robert Fois, Allen Kelley

Guests: Kevin Plucket, Katherine Jennings, Nick Simard, Eleanor Fallon, Vincent Cozzolino, Kassandra Utely, Stephanie Bernweig.

2. Approval of Minutes of the Board meeting held on May 29, 2015

Motion to approve the minutes was made by: Allison Madison, 2nd by Kevin McGuire; Abstentions: none; Motion carried

3. Voting Items:

a. Ready to Work Project Management Services and Related Services – The WPWIB to vote to authorize Westchester County to enter into a contract with Westchester County Association for an amount not to exceed \$2,025,670 for the period beginning July 1, 2015 and ending October 31, 2018.

Motion to approve: Robert Sanders, 2nd by Allison Madison; Abstentions: none; Motion carried

b. Ready to Work Program Policies –The WPWIB to vote to adopt an Individual Training Account (ITA), On-the-Job Training (OJT), Internship Stipend, and Incentives program policies for the Ready to Work Health Care initiative to be adopted and implemented in the 7 county workforce regions.

- i. Individual Training Account (ITA) Policy
- ii. On-the-Job Training (OJT) Policy

- iii. Customized Training Policy
- iv. Business Sector Training Policy
- v. Internship Stipends Policy
- vi. Incentive Policy
- vii. Participant Eligibility Policy

Motion to approve: Thomas Capurso, 2nd by Elaine Souzzi; Abstentions: none; Motion carried

- c. Grant Writer for the Responsible Fatherhood Opportunities for Reentry and Mobility solicitation** from the Department of Health & Human Services The WPWIB to vote to authorize Westchester County to issue a Request for Quotations to solicit a grant writer to develop and submit a proposal in response to the Responsible Fatherhood Opportunities for Reentry and Mobility solicitation. In addition, for the WPWIB to vote to authorize Westchester County to enter into an agreement with Proposal Pro to work with local & regional partners, to develop, write and submit a proposal in response to the Responsible Fatherhood Opportunities for Reentry and Mobility solicitation due July 7, 2015 in an amount not-to-exceed \$15,000.

Motion to approve: John Savage, 2nd by Elaine Souzzi; Abstentions: none; Motion carried

- d. Request for ITAs above the cap-** The WPWIB to vote to authorize Westchester County to issue payment for 7 ITAs over the \$3k cap for a total amount not-to-exceed \$23,520.

Motion to approve: Edward Cooke, 2nd by Wiley Harrison; Abstentions: none; Motion carried

- e. Annual Meeting** - The WPWIB to vote to approve the plan, theme, guest speakers, program and costs associated with the Annual WIB Meeting in an amount of \$6,085.75.

Motion to approve: Allison Madison, 2nd by Mike Piazza; Abstentions: none; Motion carried

- f. Economic Summit** – The WPWIB to vote to approve sponsorship of the Westchester County African American Advisory Board (AAAB) 2nd Annual Economic Development Summit to be held in September 2015 in an amount not-to-exceed \$5,000.

Motion to approve: Edward Cooke , 2nd by Ann Rubenthal Abstentions: none; Motion carried

- g. Hospitality Educational Summit** – The WPWIB to vote to approve sponsorship of the Hospitality Educational Summit to be held June 25, 2015 in an amount not-to-exceed \$5,000.

Motion to approve: Edward Cooke, 2nd by Elaine Souzzi; Abstentions: none; Motion carried

- h. Recruit Westchester** – The WPWIB to vote to approve sponsorship Westchester County Association for “Recruit Westchester” to be held October 9, 2015 in an amount not-to-exceed \$5,000.

Motion to approve: Allison Madison, 2nd by Kevin McGuire; Abstentions: none; Motion carried

- i. PY 2015 Annual Budget** – The WPWIB to vote to approve PPY 2015 Annual Budget for Adult and Dislocated Worker customers. Presented by: Wiley Harrison

Motion to approve: Marsha Gordon, 2nd by Allison Madison; Abstentions: none; Motion carried

- j. PY 2015 Youth Budget**– The WPWIB to vote to approve the proposed PY 2015 Youth Budget of \$2,036,282, which covers the period July 1, 2015 to June 30, 2016. Presented by: Wiley Harrison

Motion to approve: Ellaine Souzzi, 2nd by Len Valender; Abstentions: none; Motion carried

- k. Summer TANF Employment Program-** The WPWIB to vote to authorize Westchester County to enter into contracts to provide summer employment for eligible youth in the communities identified for an amount not to exceed \$445,788 for the period July 1, 2015 to September 30, 2015. Presented by: Wiley Harrison

Motion to approve: John Savage, 2nd by Wiley Harrison; Abstentions: none; Motion carried

- l. Workforce Development Academy for Youth (WDAY) of Westchester & Putnam counties-** The WPWIB to vote to authorize Westchester County to enter into contracts to provide youth workforce services as prescribed under the Workforce Innovation and Opportunity Act (WIOA) and TANF (Westchester) for an amount not to exceed \$858,406 for the period beginning July 1, 2015 to June 30, 2016.

Motion to approve: Kevin McGuire, 2nd by Wiley Harrison; Abstentions: none; Motion carried

4. Discussion items:

Westchester-Putnam One-Stop Partnership under WIOA: Allow the current One-Stop operator consortium to continue managing the One-Stop operations

Adjournment: The meeting was adjourned at 10:32 AM. **Motion to adjourn by Kevin McGuire, 2nd by Marsha Gordon; Abstentions: none; Meeting adjourned.**