

WESTCHESTER-PUTNAM WORKFORCE INVESTMENT BOARD

June 16, 2014

ANNUAL MEETING MINUTES

1. **Meeting called to order at 9:30 am**
2. **Roll Call: Board** – David Singer; Dr. Marsha Gordon; Allison Madison; Claudia Murphy; Meghan Taylor; Edward Cooke; James D. Schutzer; Marissa Brett; Mark Ridgeway; Dr. Michael Gillan; Robert Sanders; Michael Piazza; Richard Greenwald; Sorraya Sampson; Thom Kleiner; Thomas Capurso; John Savage; Wiley Harrison; Elaine Sozzi; Dr. John Flynn; **Putnam County**: Kathy Mallon; Walezca Trzaskowski; Marie Daly; Michelle Raynoso; Janet Canaday; Joe DeMarzo; Faith Ann Butcher; **WIB & One-Stop Staff**: Donovan Beckford; OJ Yizar; Allen Kelley; Sonda Norris-Lowe; Ali Tarchoun; Allison Jones; **Special Guests**: Putnam County Executive MaryEllen O’Dell; Deputy County Executive Kevin Plunkett; Philippe M. Gille; **Guests**: Cindi Bowman; Karen Byrd; Mark Baumblatt; Joanne Dunn; Nick DePerno; Barbara Lambros; Neal Sullivan; Oscar Lopez; Nory Padilla; Marcia Valdes; Laura Hogan; Stephanie Burkland; Laura McNerney; Terry Kirchner; Debbie Butler; Gerard Gershonowitz; Judy Callahan; Yindy Rodriguez; Stanley Jacoby; Brian Lee; Jeanette Gisbert; Myrna Ross, William Ross; John Tierney; Virgil Dantes; Jenn Memom; Tom Wargas; Terrence Irving; Katherine M. Harris; Bill Nulk; Ann Rubenzahl; Laurence Gottlieb; Joseph D. Kenner; Elizabeth Donovan; Janeen Cunningham; Tara Leaman; Walter Recher; Christine Sculti
3. **Approval of Minutes of the Executive Committee Minutes held on March 27, 2014 2014: Motion to approve the minutes was made by: Bob Sanders; 2nd by Wiley Harrison; Abstentions; none; Motion: Approved**
4. **Voting Items:**
 - a. **PY 2014 Annual Budget:**

To authorize the Annual Budget for PY 2014 on the condition that a revised budget be submitted in September 2014 with the final Expenditure kept for PY 2013. **Motion for the WIB to approve the Annual Budget for PY 2014 on the condition that a revised budget be submitted in September 2014 with the final Expenditure kept for PY 2013 was made by Allison Madison; 2nd by Bob Sanders; Abstentions; none; Motion: Approved**
 - b. **Summer TANF Employment Program:**

To authorize the completion of the proposal ratings that contracts be awarded accordingly to provide summer employment to 14-20 year old eligible youth under the 2014 Summer TANF Program. **Motion for the WIB to approve the completion of the proposal ratings that contracts be awarded accordingly to provide summer employment to 14-20 year old eligible youth under the 2014 Summer TANF Program was made by: Wiley Harrison; 2nd by Richard Greenwald; Abstentions; John Savage; Motion: Approved**
 - c. **WIA Youth Employment WWDAY Contract Amendments:**

To authorize the present contracts for the youth contractors providing services for the WWDAY Youth Employment program be amended for the next program year July 1, 2014 to June 30, 2015. **Motion for the WIB to approve the present contracts for the youth contractors providing services for the WWDAY Youth Employment program be amended for the next program year July 1, 2014 to June 30, 2015 was made by Allison Madison; 2nd by Elaine Sozzi; Abstentions: John Savage; Motion: Approved**
 - d. **Face Forward Grant Writer:**

To authorize the hiring of a grant writer to submit an application applying for the Face Forward Youth Employment Grant. **Motion for the WIB to approve the hiring of a grant writer to submit an application applying for the Face Forward Youth Employment Grant was made by Richard Greenwald; 2nd by Dr. Marsha Gordon; Abstentions: none; Motion: Approved**

e. WIB Annual Meeting:

To authorize the plan, theme, guest speaker, program and any additional incidental costs for the Annual WIB Meeting. **Motion for the WIB to approve the plan, theme, guest speaker, program, and any additional incidental costs for the Annual WIB Meeting was made by: Bob Sanders; 2nd by Allison Madison; Abstentions: none; Motion: Approved**

f. Hire Westchester:

To authorize contracting with businesses to hire and train 27 new employees who are unemployed Westchester County residents at a cost of \$84, 132.40 that brings the total obligation to \$238,925.77. **Motion for the WIB to approve contracting with businesses to hire and train 27 new employees who are unemployed Westchester County residents at a cost of \$84, 132.40 that brings the total obligation to \$238, 925.77 was made by: Wiley Harrison; 2nd by Allison Madison; Abstentions: none; Motion: Approved**

g. Business Training Requests:

To authorize the OJT local funding business training request for Zaloumis to hire an additional 8 employees. **Motion for the WIB to approve the OJT local funding business training request for Zaloumis to hire an additional 8 employees was made by: Richard Greenwald; 2nd by Jamie Schutzer; Abstentions: none; Motion: Approved**

h. Electrician/Lighting Technician Training Initiative:

To authorize the Electrician/Lighting Technician Training Initiative to address Candela Lighting Systems hiring by providing a pipeline of trained and qualified job seekers. This collaboration is between SWBOCES who will provide technical training and HRG to provide soft skills training. The cost of the program per customer is \$ 4,695 (Technical Training + \$2,995 + Soft Skills Training = \$1,700.00). **Motion for the WIB to approve the Electrician/Lighting Technician Training Initiative to address Candela Lighting Systems hiring by providing a pipeline of trained and qualified job seekers as stated above was made by: Dr. Marsha Gordon; 2nd by Elaine Sozzi; Abstentions: Bob Sanders; Motion: Approved**

i. ITAs over the CAP

To authorize the issuance of an ITA Frank Brabham, NY 01324923, to attend SWBOCES to register for the HVAC course that exceeds the ITA limit of \$3,000.00. The cost of the HVAC training is 4,700.00. To authorize the cost of \$465.00 to retake a CDL road test. **Motion was made for the WIB to approve the issuance of an ITA for Frank Brabham, NY 01324923 to attend SWBOCES to register for the HVAC course that exceeds the ITA limit of \$3,000.00. The cost of HVAC training is \$4,700.00. To also authorize the cost of \$465.00 to retake CDL road test was made by: Elaine Sozzi; 2nd by Ed Cooke; Abstentions: Claudia Murphy; Motion: Approved**

j. Memorandum of Understanding:

To authorize to the WIB the approval of the PY 2014 One-Stop Partnership and One-Stop Operator's MOUs.

1. One-Stop Partnership
2. One-Stop Operator

Motion for the WIB to approve the PY 2014 One-Stop Partnership and One-Stop Operator's MOUs was made by: Sorraya Sampson; 2nd by Bob Sanders; Abstentions: Michael Piazza; Motion: Approved

k. Connections for Success Forum:

To authorize revisions to the Connections for Success Forum. **Motion for the WIB to approve revisions to the Connections for Success Forum was made by: Elaine Sozzi; 2nd by Wiley Harrison; Abstentions: none; Motion: Approved**

5. Program Updates

a. The Third Annual Youth Summit

The Third Annual Youth Summit was conducted on April 16, 2014 at the Crowne Plaza Hotel, White Plains, NY. Attached is the final report and agenda of the event.

b. WIA In-School Initiatives

Update on the latest WIA In-School Initiative that was held at the New Rochelle High School in April.

c. Youth Build & Strive Program Updates

Attached are the latest quarterly reports submitted for the Youth Build and Strive for the Future Programs. In addition the WIB just completed a three day federal program audit of the Youth Build Program.

d. Foster Care Summer Employment

The Foster Care Summer Employment Program provides summer employment for 50 foster care program sponsored youth throughout Westchester County Parks and Recreation Facilities. Youth participants are 16-21 years of age and reside in Westchester County.

e. EITC 2014

This year we served a total of 8,780 residents claim their tax refunds totaling \$10,980,146.00 of which \$4,660,678.00 were Earned Income Tax Credit.

f. Strategic Plan for PY 2014 (July 1, 2014 – June 30, 2015)

NYS DOL has issued technical advisory 14-6 which provides guidelines for the development of the 2014 - 2015 local strategic plan that is due by September 30, 2014.

g. Reauthorization of WIA

It is expected that the Congress and Senate will have an agreement on the reauthorization of the Workforce Investment Act 1998 by the end of the summer 2014.

h. Annual Meeting Special Program

Laurence Gottlieb, President and CEO Hudson Valley Economic Development Corp was the keynote speaker. The Board honored three of its members who retired including; Dr. Joseph N. Hankin, Former President Westchester Community College, Winston Ross, Former Executive Director Westchester Community Opportunity Program and Dr. Michael Gillan, Former Co-Chair Fordham Vet Taskforce Associate V.P., Fordham University. Several customers provided verbal testimonials of their benefits from the workforce services they have received from the system. These included; Michelle Raguso, Yindy Rodriguez, and Laura Hogan, who were job seekers and Karl Horberg, CFO Dairy Conveyer, whose business received, help with recruitment and on the Job training subsidy.

6. Meeting adjourned at 11:30 am.