

EXECUTIVE COMMITTEE
8:00 A.M.

SEPTEMBER 4, 2012

ROYAL COURT RESTAURANT

PRESENT: M. Coldren, A. Pedersen, J. McPheeters, A. Hendrix, M. Stamm, P. McKee

EXCUSED: C. Haynes, L. Patz

STAFF: J. Mattick, J. Luu

CALL TO ORDER/APPROVAL OF MINUTES

Mr. Coldren called the meeting to order at 8:05 a.m.

APPROVAL OF MINUTES

The minutes of April 2, May 1, and August 7, 2012 were approved as written.

NOMINATING COMMITTEE

Mr. Pedersen reported that the slate of officers for 2012-2013 would remain the same:

Chair – Mark Coldren
Past Chair – Alan Pedersen
Vice-Chair – Lisa Patz
Secretary – Michael Stamm
Treasurer – Jean McPheeters

NYSDOL LOCAL PLAN APPROVAL

Ms. Mattick reported that due to timing issues, she completed the Local Plan, which is essentially a compliance document that answers questions prepared by the New York State Department of Labor. The Plan was put out for public comment in mid-August and the final document will be submitted on September 14, 2012.

She noted one area that did require updating is the demand occupations list. She worked with Christian Harris from NYSDOL Research and Statistics, and Martha Armstrong from TCAD to look at replacement demand and new hires along with looking at Tompkins County and the surrounding region when preparing the list. She stated this is a short-term measure and she would like to establish a committee in the coming year to create a comprehensive list.

In terms of performance, Tompkins County has been exceeding most state performance measures for many years and the financial piece notes that our system is predominately funded through Wagner Peyser and WIA funds with 35% of funding is being spent on training.

It was Moved by Mr. Stamm, seconded by Ms. McPheeters and unanimously adopted by voice vote of members present to approve the Plan and place it on the next WIB agenda for approval.

MEMBERSHIP UPDATE

There are two business vacancies on the Board that need to be filled within the next 90 days. Possibilities were discussed and will be followed up on. A report will be given at the next meeting.

DIRECTOR'S REPORT

Ms. Mattick reported the local plan would be submitted to the State in mid-September. There are several governance questions that are being asked one is around Board membership. If the membership is not in compliance at that time, the legislation states a local area has 90 days to comply, otherwise it will need to cease operations.

Ms. Mattick stated the NEG OJT program is ramping up and there are currently two contracts written with THERM that will provide 75% reimbursement over four months. Outreach continues in the community and there are several additional contracts in the process.

Ms. McPheeters reported that she was recently notified the Chamber is receiving \$107,000 in OJT funds in line item funding through New York State and Senator Little. She was unaware that the funds would be coming and very little information was provided. She was informed the funds began in April 2012. Ms. Mattick stated if reimbursement levels are

flexible and individuals who have been unemployed for less than 27 weeks are eligible, this would be a great opportunity for the WIB and Chamber to collaborate and do mutual outreach.

Ms. Mattick reported Ithaco will be closing at the end of the year and 78 people are being laid off. Rapid response services are being provided with workshops being conducted immediately, job boards will be set up onsite and a job fair will be conducted. Ithaco has been very receptive to Center staff working with their employees. It was suggested that Ms. Mattick send a memo to the County Legislature so they have a better sense of the services that are provided in the community in these types of situations.

Ms. Mattick stated NYSDOL recently conducted a governance audit. Per the Exit Interview with the monitor the areas that need attention are membership, financial disclosure forms for board members and a Hatch Act policy for employees. We will await the letter from the state regarding the audit to decide next steps in all but the membership area. Efforts are already underway to bring membership into compliance.

ADJOURNMENT

The meeting adjourned at 9:00 a.m. The next meeting is scheduled for Tuesday, October 2, 2012, at 8 a.m. at the Royal Court Restaurant.