

Tompkins County Workforce Development Board

Youth Oversight Committee

MINUTES

Wednesday, March 8, 2023

WDB Conference Room, 119 E. Seneca St, Suite 200, Ithaca

Present: K. Shanks-Booth, V. Zeppelin

Excused: C. Malcolm

Staff: C. Sponn, D. Achilles

Call to Order

Ms. Shanks-Booth called the meeting to order at 8:48 a.m.

Approval of Minutes - January 11, 2023

It was moved by Ms. Zeppelin, seconded by Ms. Shanks-Booth, and unanimously adopted by voice vote of members present to approve the minutes of January 11, 2023.

Financial Update - January 2023

Ms. Achilles reported that In School and Out of School Youth spending is on track.

Ms. Achilles reported that tuition for Youth will increase due to 4 participants attending Cosmetology at TST BOCES.

Ms. Achilles reported that the Board has not received the January 2023 Desk Review from NYSDOL.

Review & Vote

WIOA Youth RFP

The Committee reviewed and had discussions on the WIOA Youth proposal's from CAHill TECH and the Office of Employment and Training. After reviewing requirements and the meeting of the requirements, the Committee ultimately decided to move forward to vote on a contract negotiation with one contactor.

Approval to Move into Contract Negotiation with Office of Employment and Training (OET)

It was moved by Ms. Shanks-Booth and seconded by Ms. Zeppelin and unanimously adopted by voice vote of members present to move into contract negotiation with OET.

Declined to Move into Contract Negotiation with CAHill TECH

It was moved by Ms. Shanks-Booth and seconded by Ms. Zeppelin to decline contracting with CAHill TECH.

2023 SYEP RFP

The Committee reviewed and had discussions on the 2023 Summer Youth Employment Program proposal's from CAHill TECH, Ithaca Youth Bureau, and the Office of Employment and Training. After reviewing requirements and the meeting of the requirements, the Committee ultimately decided to move forward to vote on contract negotiation with two contactors, Ithaca Youth Bureau and Office of Employment and Training.

Approval to Move into Contract Negotiation with Office of Employment and Training (OET)

It was moved by Ms. Shanks-Booth and seconded by Ms. Zeppelin and unanimously adopted by voice vote of members present to move into contract negotiation with OET.

Approval to Move into Contract Negotiation with Ithaca Youth Bureau (IYB)

It was moved by Ms. Shanks-Booth and seconded by Ms. Zeppelin and unanimously adopted by voice vote of members present to move into contract negotiations with IYB.

Declined to Move into Contract Negotiation with CAHill TECH

It was moved by Ms. Zeppelin and seconded by Ms. Shanks-Booth to decline contracting with CAHill TECH.

Acting Director's Update WDB/OET Restructuring

The approved NYSDOL restructure of WDB/OET will be presented to the Tompkins County Housing and Economic Committee by Ms. Nugent on Thursday, March 9, 2023.

Mr. Sponn reported to the Committee the Firewall Agreement is being reviewed for final edits by NYSDOL FOTA representatives.

NYATEP Director's Meeting

Mr. Sponn reported that he attended the NYATEP Director's meeting in person in January 2023 and made a lot of connections with other Workforce Development Boards and will use them as a resource for future initiatives.

Mr. Sponn reported that there was a lot of conversations around Micron and jobs that will be available.

IAED Direct to Work Collaboration

Mr. Sponn reported that he is collaborating with Ms. Szabo of IAED on Direct to Work.

Conflict of Interest/Transparency& Integrity Policy return

Mr. Sponn reviewed that all Committee members will need to complete the Conflict of Interest/Transparency & Integrity Policy and return to the Board.

New Members for Youth Oversight Committee

Ms. Shanks-Booth reported that the Youth Oversight Committee has two new members, Ms. Coicou, Chief Inclusion & Community Engagement Officer at the Community Foundation, and Ms. Lester, Rural Youth Services Coordinator for the Cornell Cooperative Extension. Ms. Coicou and Ms. Lester will attend the YOC next meeting Wednesday, April 12, 2023.

Adjournment

Ms. Shanks-Booth adjourned the meeting at 10:03 a.m.

**Tompkins County Office of Employment Training
Budget Statement
31-Dec-22**

50% of yr.

IS/OS Youth information

Expenditures

	Budget	Dec-22	YTD	Balance	YTD % of Budget
Supportive Services	5,500	0.00	599.99	4900.01	11%
Tuition	15000	0.00	5475.00	9525.00	37%
Participant Wages	85000	12232.26	73505.21	11494.79	86%
Participant Fringe	9,907	1406.71	8453.10	1453.90	85%
Total Expenditures	115,407	13638.97	88033.30	27373.70	76%