EXECUTIVE COMMITTEE
June 2, 2015                                     8:15 A.M.                        GrammaTech, Inc.

PRESENT:        L. Patz, D. Burrows, J. Mareane, S. Pronti, A. Hendrix, A. Bishop
EXCUSED:        M. Stazi, M. Stamm, J. Matteson
STAFF:          J. Mattick, J. Luu

CALL TO ORDER
Chairman Patz called the meeting to order at 8:21 a.m.

APPROVAL OF MINUTES

It was Moved by Mr. Burrows, seconded by Mr. Pronti and unanimously adopted by
voice vote of members present to approve the minutes of May 5, 2015 as written.

WIOA YOUTH CONTRACT RECOMMENDATION AND APPROVAL FOR JULY 1, 2015

Ms. Mattick reported the Tompkins County Office of Employment and Training was the
only entity who submitted a response to the WIOA Youth Request for Proposals. The
Performance and Evaluation Committee has met and they are recommending a one-year
contract with the Office of Employment and Training in the amount of $330,000. The Committee
has requested to meet with OET in September to ensure they are successfully transitioning to
the new WIOA rules and the shift in the in-school and out-of-school percentages that need to be
served. The Request for Proposals contained a provision to contract for an additional two years
based on performance. She noted extensive oversight will occur in the coming year as the
program shifts to new regulations and performance measures. It was Moved by Ms. Hendrix,
seconded by Mr. Bishop and unanimously adopted by voice vote of members present to
approve the contract with the Tompkins County Office of Employment and Training in the
amount of $330,000.

BOARD/COMMITTEE MEMBERSHIP UPDATE

Ms. Mattick reported that at the tonight’s Legislature meeting two more appointments will
be made to the Board. That will bring the total up to 20 of the 24 needed with four additional
business vacancies needing to be filled.

Mr. Burrows has agreed to be nominated for Chairman of the Board and Mr. Pronti as
Vice-Chairman in the coming year. Ballots will go out to the Board in July.

MONTHLY FISCAL REPORT FORMAT

Ms. Mattick distributed the latest iteration of the budget/monthly fiscal report she has
been working on. She hopes to have the final version ready by the July Committee meeting, but
noted that this has been a challenging undertaking as there are three separate calendar years
that need to be rolled into one to provide an accurate report. She also stated there are some
concerns regarding recent State interpretation that county’s cannot contract with county
departments, for example the WIB subcontracting with OET to run the youth program. She stated later this month the State will be in to do the procurement review and we will use this as guidance moving forward.

DIRECTOR’S UPDATE

Ms. Mattick did not have a Director’s report.

OTHER

There was consensus to move the July Committee meeting to July 14th at the Tompkins Trust Company.

ADJOURNMENT

It was Moved by Mr. Burrows, seconded by Mr. Pronti and unanimously adopted by voice vote of members present to adjourn the meeting at 9:28 a.m.