

WIB Meeting Minutes

DATE: January 17, 2018, 9 a.m.

LOCATION/TIME: Buffalo Employment & Training Center (BETC)

ATTENDEES: Julius Gregg Adams, Fred Boenheim, Carolyn Bright, Tracy Cardwell, D. Sylvester Dihaan, Andrew Federic, Charles G. Jones, Jr., Michael Martin, Oswaldo Mestre, Jr., Patricia Riegle, Chris Luly for Arthur Ruska, April Sanders, Steven Weathers,

EXCUSED
ABSENT/ Mary Margaret Aprile, Jack Connors, Peter DeJesus, Silvia Fakler, Joseph Hanna, Cory Haqq, L. Nathan Hare, Gloryanne Holbrook, Brian Manley, Brenda McDuffie, Elizabeth Miller, Robert Mootry, William Paladino, Ralph Salerno, and David Sullivan, and Myrna Young.

STAFF
ATTENDEES: Mark Cosgrove, Heather Gresham, David Kaczor, Christina Lopez, Francine Nicholas, Denise Raymond, Anthony Scello, Barbara Schaus, Russell Sferlazza, and Lavon Stephens.

GUESTS: Cheryl Fisher-Magavern, Magavern & Grimm, Sjunseeagn Foxx-Foxx Consulting, and Tom Mormile-NYSDOL.

TOPIC	DISCUSSION	ACTION
Call to Order	Mr. Jones called the meeting to order at 9:05 a.m. and thanked the group for attending.	
<p>I. Executive Director's Report</p> <p><u>Action Items</u></p> <ul style="list-style-type: none"> Minutes from the October 19, 2017 WIB meeting Supportive Services Policy Update 	<p>Ms. Gresham stated the Priority of Service/ITA and Supportive Services Eligibility Policy was revised for clarity and was separated into three distinct policies. Ms. Gresham stated a Youth ITA policy was developed to support training for Out-of-School youth for careers in demand occupations. The Youth ITA policy is new for our LWDA. Ms. Gresham stated the implementation of the Youth ITA policy is timely and supports our comprehensive service plan. Our local area has received an award of \$91,200 through the CFA process to support "Assembling Your Future," the Advanced Manufacturing pathways program launched in 2016. WIB staff developed the application with input from employers, Erie 1 BOCES and the Buffalo Niagara Manufacturers Alliance. Twenty-four individuals will be trained in a blended format that includes 12 weeks of classroom training and 4 weeks of a paid internship. Participants who complete the training will earn three nationally recognized credentials. The Infrastructure Funding MOU is required under WIOA and will establish a cost sharing method among collocated partners in Career Centers. The MOU must be submitted by March 30, 2018. Ms. Gresham stated the next MOU partner meeting is January 29, 2018 to discuss MOU development. Ms. Gresham stated WIB staff will work with Cheryl Fisher on revisions to Board by-laws. Ms. Gresham stated the Regional Workforce Plan, developed by LWDB Directors in the Western Region, will be submitted to NYSDOL on January 17. The Plan was shared with the WIB on December 12.</p> <p>Francine Nicholas explained changes made in the Supportive Services Policy. Supportive Services eligibility no longer contains an income eligible requirement. This is because WIOA Adult and Dislocated Worker requirements for ITAs stipulates the eligibility for supportive services. Required documentation for supportive services no longer requires income verification but does require</p>	<p>There was no quorum. So no vote was taken on the minutes.</p> <p>There was no quorum, so no vote was taken to ratify the Supportive Services Policy update.</p>

<ul style="list-style-type: none"> • Priority of Service Policy Update • ITA Policy Update • Youth ITA Policy II. Committee Reports <ul style="list-style-type: none"> • Budget 	<p>documentation in OSOS that the supportive services being provided could not be obtained from other sources.</p> <p>Ms. Nicholas stated the Priority of Service Policy applies to (1) WIOA Adult-funded individualized career services and training services (including ITAs), and (2) Veterans and Eligible Spouses under all qualified job training programs funded under Title 1 of WIOA. The Priority of Service was revised to reflect the WIOA statute and regulations. The fourth priority was revised as follows: Fourth Priority, to individuals (non-covered persons) who do not meet the above priorities but are Adults whose current hourly wage is less than the self-sufficiency wage established by the Board. The current self-sufficiency wage is \$25 per hour. Ms. Gresham stated the self-sufficiency wage was established by the WIB in 2000. The self-sufficiency wage in Niagara County is believed to be \$30/hour.</p> <p>Ms. Nicholas explained the changes to the ITA Policy. Adult eligibility no longer contains the requirement of public assistance or income at the poverty level or 70% of the LLSIL. Eligibility is instead determined by the local self-sufficiency wage. Dislocated Worker eligibility no longer contains a reference to income. It now mirrors the statutory definition of a Dislocated Worker and states our local policy definition for <i>unlikely to return to previous industry or occupation</i>, and for substantial layoff, which are terms used but not identified by WIOA.</p> <p>Ms. Gresham stated Individual Training Accounts (ITA's) are funds an individual can use to cover tuition costs of training services and training related expenses directly linked to a demand occupation under the Workforce Innovation and Opportunity Act (WIOA). A Demand Occupation is any occupation listed on the Buffalo & Erie County Workforce Investment Board's (BECWIB) List of Demand Occupations at the time of the ITA application. Training services must be from an eligible provider selected in consultation with a case manager, counselor or coordinator. Ms. Gresham stated the OSY Liaisons work with the Youth Providers.</p> <p>Mr. Sferlazza reviewed the second quarter budget report. Mr. Sferlazza stated that overall accrued expenditures were in line with the budget. WIOA Administration is at 42%, WIOA Adult is 39% expended, WIOA Youth is 42% expended and WIOA Dislocated Worker is 45% expended. WIOA funds are 42% expended. Budgeted PY 17 carryout is as follows: \$47,918-Admin, \$55,344 WIOA Adult, - \$94,493 WIOA Youth and -\$89,185-WIOA Dislocated Worker. Mr. Sferlazza stated we are able to transfer funds between Adult & Dislocated Worker. The total Budgeted PY 17 carryout is \$293,346. Mr. Sferlazza reviewed the Statements of Revenues & Expenditures on accrual basis from 7/1/17 through 12/31/17 for WIOA Administration, Adult, Dislocated Worker and Youth. Mr. Sferlazza reviewed the Individual Training Account (ITA) report. There are unobligated balances in WIOA Adult of \$229,158 and in WIOA Dislocated Worker of \$93,432.</p>	<p>There was no quorum, so no vote was taken to ratify the Priority of Service Policy update.</p> <p>There was no quorum, so no vote was taken to ratify the ITA Policy update.</p> <p>There was no quorum, so no vote was taken to ratify the Youth ITA Policy.</p>
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