



WIB

Dutchess County Workforce Development Board

3 Neptune Road Poughkeepsie, NY 12601 Telephone (845) 463-0517 Fax (845) 463-0100 www.dcwib.org

“Building Partnerships for Workforce Solutions”

DUTCHESS COUNTY WORKFORCE DEVELOPMENT ANNUAL BOARD MEETING

June 29, 2017

8:00 AM

Agenda

- Review and Adoption of Prior Meeting Minutes Sheila Appel

- Executive Director’s Report Louise McLoughlin
 - Youth One Stop Annual Report (Audra Gerty)
 - Career Center Annual Report

- Motions: Louise McLoughlin
 - LDC Contract
 - Check Signers
 - Officers
 - TANF SYEP Providers
 - Youth Who Needs Additional Assistance
 - Youth Work Experience
 - DCWIB PY17 Budget
 - Career Center PY17 Budget
 - Youth One Stop Contract Extension

- Discussion Louise McLoughlin
 - Title I Provider

- Treasurer Report Marilyn Yerks

ADJOURN

Our Mission:

To foster a skilled and competitive workforce by promoting an understanding of workforce trends and issues in a dynamic economy and to facilitate lifelong learning for individuals and businesses.



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DUTCHESS COUNTY WORKFORCE DEVELOPMENT BOARD MEETING APRIL 27, 2017

MEETING NOTES

In attendance: Sheila Appel; Chair, Laine Belmonte, Mary Jane Bertram, Garrett Dyal, Thomas Frost, Theresa Giovanniello, William Jeffries, Michael McCormack; Louise McLoughlin, Daniel O’Shea, Aida Rodriguez, Kevin Smith, Virginia Stoeffel and Sherre Wesley

Guests: Nancy Bell, Audra Gerty, Rich Kleban, Shirée Portis, Stephanie Renino, Tim Vermillion and Marilyn Yerks

A quorum was present.

Agenda Item	Discussion	Action
Report of Chair	<p><i>Sheila Appel:</i></p> <ul style="list-style-type: none"> ▪ <i>S. Appel</i> officially welcomed the new Executive Director to the board, <i>Louise McLoughlin</i>. ▪ Motion to approve prior meeting minutes <p>Refer to handout.</p>	Motion made, seconded and passed.
Executive Director’s Report	<p><i>Louise McLoughlin:</i></p> <ul style="list-style-type: none"> ▪ TANF SYEP <ul style="list-style-type: none"> ○ Bidders Conference April 28th - Typically we get about 10 agencies that apply for TANF and we serve over 100 youth in the community. ○ Need volunteers for RFP Committee – The following volunteered: <ul style="list-style-type: none"> ▪ <i>S. Appel, T. Giovanniello, D. O’Shea and T. Frost.</i> ▪ RFQ Systems Operator <ul style="list-style-type: none"> ○ A request for qualifications was put out about a month ago. We did not get any responses. 	
Motions	<p><i>Louise McLoughlin:</i></p> <ul style="list-style-type: none"> ▪ Policies – YOS Incentive <ul style="list-style-type: none"> ○ Need for Incumbent Worker & Functional Agreement Policy – Follow Up Incentives: 1st Quarter \$10, 2nd Quarter \$25, 3rd Quarter \$10 & 4th Quarter \$25. ▪ Budget – Motion to Transfer Funds – Move money from Dislocated Worker to Adult. <p>Refer to the handout.</p>	<p>Motion made, seconded and passed.</p> <p>Motion made, seconded and passed.</p>
Discussion	<p><i>Louise McLoughlin:</i></p> <ul style="list-style-type: none"> ▪ Need to Continue Training & Offering On-the-Job Training (OJT’s) to Customers <ul style="list-style-type: none"> ○ ITA’s – Up to \$5,000 for eligible customers. ○ OJT’s – Contracts with businesses. 	
Treasure’s Report	<i>Marilyn Yerks:</i>	

	<ul style="list-style-type: none"> ▪ Program Year July 2016 – June 2017 <ul style="list-style-type: none"> ○ 80% Report – Changes in funding and money that is now available. <ul style="list-style-type: none"> ▪ The Exodus contract ▪ Five months of unspent money for the executive director’s position ▪ Deobligated funds ▪ WIB and Career Center underspending due to the lack of an executive director. <p>Refer to handout.</p>	
Executive Session	<p><i>Sheila Appel:</i></p> <ul style="list-style-type: none"> ▪ Motion to go into executive session ▪ Motion to come out of executive session ▪ Executive members at the board made a motion based on their discussion to reissue the Title I Adult & Dislocated Worker Operator RFP. 	<p>Motion made, seconded and passed.</p> <p>Motion made, seconded and passed.</p> <p>Motion made, seconded and passed.</p>
Other Business	<p><i>Sheila Appel:</i></p> <ul style="list-style-type: none"> ▪ Motion to adjourn 	<p>Motion made, seconded and passed.</p>