



WIB

Dutchess County Workforce Investment Board

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

“Building Partnerships for Workforce Solutions”

EXECUTIVE COMMITTEE MEETING DECEMBER 14, 2017

AGENDA

1. Call to Order, establish quorum
Sheila Appel
 - Welcoming Remarks
 - Approve prior meetings minutes- October 12, 2017 EC Meeting Minutes
 - Motions
 - Supportive Service Policy for Adults and Dislocated Workers
 - Supportive Services Policy for Youth
 - Conflict of Interest Policy
2. Financial Reports
Marilyn Yerks
3. Motions
Sheila Appel
 - DCWIB Budget Amendment
 - One Stop Budget Amendment
4. Report of the Executive Director
Louise McLoughlin
 - Completed Local Plan and incorporated comments- next steps is signatures
 - Participated in a forum for the Indian Point Closing- no new news
 - Met with Westchester County WIB regarding Tech Hire
 - This is a reimbursement contract
 - Went to the NY Talent Symposium in Albany
 - Customer Service Training with Career Center Staff
 - Summer Youth
 - 2016 Fiscal audit is wrapping up.
 - 2017 Finished reconciliation of all subrecipients
 - Will be spent down to zero
 - PY18 Projections
5. Old and New Business- No New Business

ADJOURN



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DUTCHESS COUNTY WORKFORCE DEVELOPMENT EXECUTIVE COMMITTEE MEETING MINUTES OCTOBER 12, 2017

Members Present: Sheila Appel, Mary Jane Bertram, Theresa Giovanniello, Linda Hannigan, Paul Mancarella, Louise McLoughlin; WIB, and Virginia Stoeffel

Members Excused: Thomas Frost and Michael McCormack

Also Present: Stephanie Renino and Marilyn Yerks

Meeting Minutes

- Welcome Sheila Appel
The meeting was called to order by the Chair, Sheila Appel at 8:10 AM. A quorum was present
Review and Adoption of Prior Meeting Minutes. Motion was made, seconded and passed.
- Motions
 - Discrimination & Grievance Policy – Motion passed unanimously
 - Check Signer – Motion to approved. Mary Jane Bertram abstained
 - Customized Training and Incumbent Worker Policy – will rework
 - Sole Source – Motion passed unanimously
- Report of the Executive Director Louise McLoughlin
 1. Need Functional Alignment Policy
 - a. DOL Supervisor requested changes that are not part of the Technical Advisory
 - b. Center Manager
 - c. Career Counselors Oversight
 2. System Operator – November 13, 2017- 1st Partners Meeting
Smart Staffing is calling and emailing the partners to attend the meeting.
 3. TANF - Summer of 2016 Audit Progress
The Executive Director reported that the audit is in progress.
 4. NYS DOL
 - a. Our Title II Local Plan has been accepted by DOL
 - b. Local Plan in progress
 - c. MOU Signatures- almost complete, waiting for signatures at the state level
 - d. 2nd MOU- awaiting template
 5. Discuss RFP's
 - 1) Basic Career Services
 - 2) Career Counseling
 - 3) Business Services
 - 4) Motion
- No New Business

ADJOURN