



DCWIB Dutchess County Workforce Investment Board

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“Building Partnerships for Workforce Solutions”

EXECUTIVE COMMITTEE MEETING JANUARY 11, 2018

AGENDA

1. Call to Order, establish quorum Sheila Appel
 - Welcoming Remarks
 - Approve prior meetings minutes - December 2017 EC Meeting Minutes
 - Motion
 - ETPL Policy

2. Report of the Executive Director Louise McLoughlin
 - Financial Reports Marilyn Yerks
 - Executive Director Report

3. Old and New Business

ADJOURN

ADJOURN:

Motion:	
2 nd :	
YES:	#-
NO:	#-
Abstained from voting:	
PASSED:	YES/NO
CERTIFIED:	
DATE:	



“Building Partnerships for Workforce Solutions”

DUTCHESS COUNTY WORKFORCE DEVELOPMENT EXECUTIVE COMMITTEE MEETING MINUTES DECEMBER 14, 2017

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

Members Excused: Thomas Frost

Also Present: Marilyn Yerks

- 1. Call to Order, establish quorum Sheila Appel
• Welcoming Remarks
• Approve prior meetings minutes- December 14, 2017 EC Meeting Minutes – Motion was made by Mary Jane Bertram, seconded by Paul Mancarella and passed unanimously
• Motions
• Supportive Service Policy for Adults and Dislocated Workers – Motion was made by Paul Mancarella, seconded by Theresa Giovannello and passed unanimously
• Supportive Services Policy for Youth – Motion was made by Paul Mancarella, seconded by Theresa Giovannello and passed unanimously
• Conflict of Interest Policy – Motion was made by Virginia Stoeffel, seconded by Michael McCormack and passed unanimously
2. Financial Reports Marilyn Yerks
3. Motions Sheila Appel
• DCWIB Budget Amendment – Motion was made by Theresa Giovannello, seconded by Virginia Stoeffel and passed unanimously
• One Stop Budget Amendment – Motion was made by Virginia Stoeffel, seconded by Theresa Giovannello and passed unanimously
4. Report of the Executive Director Louise McLoughlin
5. Old and New Business – No New Business
ADJOURN

ACCEPT MINUTES:

Table with 2 columns: Description and Count/Status. Rows include Motion, 2nd, YES, NO, Abstained from voting, PASSED, CERTIFIED, and DATE.

Dutchess County Workforce Investment Board

Motion Presented to the Executive Committee
January 11, 2018

Amend the Eligible Trainer Provider List Policy

Whereas the Dutchess County Workforce Investment Board (DCWIB) provides local input to Workforce Innovation & Opportunity Act (WIOA) policies; and

Whereas the DCWIB is required to have an Eligible Trainer Provider List Policy; and

Whereas the DCWIB may, from time to time amend its policies to remain in compliance with the County or federal and state regulations; and

Whereas the DCWIB has updated the Workforce Innovation & Opportunity Act Customized Training policy; and

Now therefore, the DCWDB Executive Committee adopts the Eligible Training Provider List Policy and directs DCWIB Staff to implement same.

Motion:	
2 nd :	
YES:	#-
NO:	#-
Abstained from voting:	
PASSED:	YES/NO
CERTIFIED:	
DATE:	



ELIGIBILITY FOR TRAINING PROVIDERS

AMENDED: 1/11/18

GENERAL

This policy is intended to govern the Dutchess County Workforce Development Board (DCWDB) in making determinations for the Eligible Training Provider List (ETPL). The purpose of the ETPL is to present a broad and diverse selection of training choices to support employment goals of individuals. Inclusion on the ETPL, in itself, does not guarantee that WIOA funds are available and training providers are not guaranteed referrals. The availability of WIOA funding for enrollment is based on many factors including assessment of an individual's employment needs and customer choice.

TRAINING PROVIDER ELIGIBILITY

Only providers that the State determines to be eligible, as required in WIOA sec. 122, may receive training funds under WIOA title I-B to provide training for participants who enroll in a WIOA-funded program of training services.

Eligible training providers include:

- Post-secondary education institutions;
- Registered Apprenticeship programs;
- Other public or private providers of training, which may include joint labor-management organizations and eligible providers of adult education and literacy activities under title II if such activities are provided in combination with occupational skills training;
- Community Based Organizations (CBOs) or private organizations of demonstrated effectiveness that provide training under contract with the DCWDB.
- Registered Apprenticeship programs are included and maintained on the list for as long as the program remains registered under the National Apprenticeship Act.

Included exceptions:

- On-the-job training; customized training; incumbent worker training, transitional employment or
- If the DCWDB determines that there are insufficient providers or
- There is a training services program with demonstrated effectiveness offered in the region by a community-based or private organization to serve individuals with barriers to employment or
- If the DCWDB determines that it would be appropriate to contract to an institution of higher education or other eligible provider of training services in order to facilitate training for multiple individuals in in-demand industry sectors or occupations and such contract does not limit customer choice or



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- When the DCWDB provides training services through a pay-for-performance contract.

DEFINITION OF TRAINING SERVICES

Courses or classes, or a structured regimen that leads to a recognized post-secondary credential, secondary school diploma or its equivalent, employment, or measurable skill gains toward such a credential or employment. Training services could be delivered in person, on-line, or in a blended approach. Training has to match an employer need based on the current Demand Occupation list.

EQUAL OPPORTUNITY AND NONDISCRIMINATION

Eligible training providers are subject to the equal opportunity and nondiscrimination requirements contained in Section 188 of WIOA.

PAYMENT POLICY

Where WIOA funded students are awarded financial aid, the training agency must apply the aid toward the tuition before applying WIOA funds. When financial aid is received after an ITA has been executed the Training Provider is obligated according to section 663.320 (c) of the Federal Register to reimburse the WIOA program.

REQUIREMENTS:

- The student completes the offering or offerings as defined by the ITA and the Training Provider submits invoices to the appropriate agency for the payment of tuition, fees and or books with all receipts and attendance records or the student withdraws or
- Drops out before completing the offering offerings as defined by the ITA in it's entirety and the Training Provider submits invoices to the appropriate agency for the payment of tuition, fees and or books with all receipts and attendance records up to the last day of student enrollment. In the case where a student withdraws or drops out before completing the offering or offerings as defined by the ITA the DCWIB will reimburse the Training Provider in accordance with the reimbursement policy on file.

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REFERENCES

Workforce Innovation and Opportunity Act, Training and Employment Guidance Letter No. 41-14.