



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 BOARD MEETING- 3 NEPTUNE ROAD, POUGHKEEPSIE NY

February 22, 2018

8:00 AM

### AGENDA

1. Call to Order, establish quorum

- Welcome Sheila Appel
- Review and Adoption of Prior Meeting Minutes (October 26, 2017)

2. Present Motions:

Sheila Appel

- Motions
  - Supportive Service Policy for Adults and Dislocated Workers
  - Supportive Services Policy for Youth
  - Conflict of Interest Policy
  - ETPL (Eligible Training Providers List) Policy
  - One Stop Career Center Certification Policy
  - Career Center Amended Budget
  - DCWIB Amended Budget

3. Executive Director’s Report

Louise McLoughlin

- SYEP GUESTS
- Treasurer Report
- ED

Marilyn Yerk

4. Discussion

Louise McLoughlin

- Title I Provider

5. Board Retreat and Next Steps

Sheila Appel

6. New Business

**ADJOURN**



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## DUTCHESS COUNTY WORKFORCE DEVELOPMENT BOARD MEETING MINUTES HELD AT 3 NEPTUNE ROAD, POUGHKEEPSIE NY 12601 OCTOBER 26, 2017

**Members Present:** Sheila Appel, Laine Belmonte, Mary Jane Bertram, Theresa Giovannello, Rich Kleban, Paul Mancarella, Louise McLoughlin; WIB, Daniel O’Shea, Kevin Smith, Elizabeth Spira, Virginia Stoeffel and Sherre Wesley

**Members Excused:** Reinaldo Diaz, Garrett Dyal, Thomas Frost, Linda Hannigan, William Jeffries, Debra Long, Michael McCormack, George Prisco, William Riccaldo and Aida Rodriguez

**Also Present:** Nancy Bell, Frank Castella, Cecilia Cook, Stephanie Renino and Marilyn Yerks

1. Welcome Sheila Appel  
Review and Adoption of Prior Meeting Minutes
  - Motion was made, seconded and passed.
  
2. Executive Director’s Report Louise McLoughlin
  - Summer Youth Employment Report
  - SYEP 2016 Audit Report
  - Title II Local Plan accepted by DOL and can be found at <https://www.labor.ny.gov/workforcenypartners/wioa/pdf/Dutchess.pdf>
  - MOU Signature progress
  - 2<sup>nd</sup> MOU (awaiting NYSDOL Template)
  - Board Committees
  
3. Present Motions: Sheila Appel
  - Discrimination & Grievance Policy
    - Motion was made, seconded and passed.
  - Check Signer
    - Motion was made, seconded and passed.
  - Customized Training and Incumbent Worker Policy
    - Motioned was made, seconded and passed.
  - Sole Source WIOA Title 1 Career and Training Services
    - Motion was made, seconded and passed. Abstained Sherre Wesley.
  - Functional Alignment Policy
    - Motion was made, seconded and passed.
  - Demand Occupation List
    - Motion was made, seconded and passed.
  - Center Staff Supervision and Performance
    - Motion was made, seconded and passed.
  
4. Discussion Louise McLoughlin

- Title I Provider

5. Treasurer Report

Marilyn Yerks

6. Board Retreat and Next Steps

Sheila Appel

7. New Business

**ADJOURN** – Motion to Adorn.

- Motion was made, seconded and passed.