

GLOW WDB FINANCE COMMITTEE
Approved Zoom Meeting Minutes
GC Career Center, Batavia
1/12/21, 4:00 – 5:00 p.m.

MEMBERS PRESENT: Norb Fuest, Jocelyn Sikorski, Jim Pierce, Janet Olivieri

GUESTS PRESENT: Rose Shader, WCCA; Teresa Van Son, GC Job Development; Ryan Snyder, LC OWD; Kelly Kiebala, Orleans JDA

WDB STAFF: Jay Lazarony, Kristine Langless, Michele Nichols (minutes)

It was noted that Tim Anderson will be removed from the committee as he will be out for an extended period of time.

Minutes of 11/10/20

Jocelyn made the motion to approve the 11/10/20 meeting minutes; Janet seconded the motion; all members present were in favor, and the motion is carried. The 11/10/20 GLOW WDB Finance Committee Meeting minutes are approved.

Adult/DLW Supportive Services Policy and Youth Supportive Services Policy

These policies were sent to members prior to the meeting. The Adult/DLW Supportive Services Policy and the Youth Supportive Services Policy is being amended adding language for reimbursement for purchase of technology equipment (laptop, chromebook) that is required for at least 3 months of training and/or employment, which was highlighted in the policies. Jay noted that the Feds allow this and NYS is requiring the parameters and process to be added. **VOTE>** Jim made the motion to approve the Youth Supportive Services Policy as amended; Janet seconded the motion; all members present were in favor, and the motion was carried. This will be presented at the 1/19/21 GLOW WDB Meeting for approval. **VOTE>** Jocelyn made the motion to approve the Adult/DLW Supportive Services policy as amended; Jocelyn seconded the motion; all members were in favor, and the motion was carried. This will be presented at the 1/19/21 GLOW WDB Meeting for approval.

PY2020 Budget Modifications

This was sent to members prior to the meeting. The following are the modifications to the PY2020 GLOW WDB Budget:

- GLOW received an additional \$4,535.78 in PY20 NOA DLW allocation
- GLOW received \$10.94 less in the PY20 NOA Adult allocation.
- GLOW received an additional \$571.53 in PY2020 NOA Admin allocation

VOTE> Jocelyn made the motion to approve the modifications to the PY2020 GLOW Budget; Janet seconded the motion; all members present were in favor, and the motion was carried. This will be presented at the 1/19/21 GLOW WDB meeting for approval.

Jay reported that GLOW received \$34,041.41 in Employment Recovery National Emergency Grant (NEG) of which \$30,647.27 will be added to training budget and \$3,394.14 in Admin. GLOW has 2 years to spend it.

Transfer Request

This was sent to members prior to the meeting. Jay would like to request \$100,000 transfer of PY2020 DLW to Adult. Jay noted that Adult obligations are at 64% and there are some trainings coming up such as Farm Truck Driver, CNA, and possibly customized training. Jay did note that when transfer does go through it stays as DLW funding until it is spent. He will have to send to FOTA for review. **VOTE>** Jim Pierce made the motion to

approve transfer request as presented; Janet Olivieri seconded the motion; all members present were in favor, and the motion was carried. This will be presented at the 1/19/21 GLOW WDB meeting for approval.

GLOW Performance Report

The GLOW Performance Report was sent to members prior to the meeting. GLOW Performance as of 1/4/21 and is done once a month. GLOW has approved \$163,703 youth with 56 new enrollments and with carryover youth = 108 youth served. GLOW has approved \$191,873 adult funding with 63 trainings approved – the contract = 89. Per the GLOW WDB Monitoring and Oversight Plan, if a provider falls below contracted target amounts after the second quarter, 12/30, an email will be sent to the provider notifying them they are below contract level and request a corrective action plan. A corrective action for Orleans and WCCA were sent to Orleans with 3 youth enrollments short and WCCA with 1 youth enrollment short due to less opportunities with COVID and/or staff medical leave. Jay is confident that they will meet their goals with upcoming trainings in the next few months.

GLOW RFP Second Renewal

A performance summary was sent to members prior to the meeting. The RFP allows for up to three renewal years. Jay noted that a total of \$355,000 has been approved at this time, which is outstanding during this COVID period. The Staff and Operational contract budgets are on target as well as the training contracts. Jay has no concerns and is recommending renewing their contracts for P.Y.2021 and request proposals. **VOTE>** Janet made the motion to approve renewal for current providers; Jocelyn seconded the motion; all members present were in favor, and the motion was carried. This will be presented at the 1/19/21 GLOW WDB meeting for approval.

PY2021 One Stop Operator RFP

Jay reported that no proposals were received by the deadline of 1/8/21 for the GLOW One Stop Operator RFP. We will re-issue with new timeline. **VOTE>** Jocelyn made the motion to reissue the GLOW OSOS RFP; Janet seconded the motion; Jim Pierce abstained; all other members present were in favor, and the motion was carried. This will be presented at the 1/19/21 /GLOW WDB meeting for approval.

Other

Jay noted that Jocelyn is leaving Genesee Orleans Youth Bureau and will be Director of the GC Cornell Cooperative Extension and will remain on the Finance Committee. Chelsea Elliott will be interim Deputy Director of Genesee Orleans Youth Bureau will be replacing her on the GLOW Emerging Worker Committee.

Norb asked if any additional training funding sources from the Governor's State of State Address. Jay has not heard yet.

VOTE> Jim made the motion to adjourn the meeting at 4:35 pm; Jocelyn seconded the motion and all members were in favor. The meeting ended at 4:35 pm

NEXT ZOOM MEETING: Tuesday, March 9, 2021, 4 – 5 pm