

GLOW WDB FINANCE COMMITTEE

GC Career Center/Zoom

Approved Meeting Minutes

3/14/23, 4:00 – 5:00 p.m.

MEMBERS PRESENT: Norb Fuest, Darren Burdick, Jocelyn Sikorski

ZOOM: Jim Pierce, Patti Fales

GUESTS PRESENT at 4:30 pm: Teresa Van Son, GC Job Development; Ryan Snyder, Livingston County OWD; Kelly Kiebal, Orleans County JDA, Beth Caton and Carrie Johnson, WCCA

WDB STAFF: Jay Lazarony, Michele Nichols (minutes)

Draft Meeting Minutes of 1/10/23

The Draft 1/10/23 GLOW WDB Finance Committee Meeting minutes were sent to members prior to the meeting. Jim Pierce made the motion to approve the Draft 1/10/23 GLOW WDB Finance Committee Meeting minutes; Jocelyn seconded the motion; all members present were in favor, and the motion is carried. The 1/10/23 GLOW WDB Finance Committee Meeting minutes are approved.

PY2023 GLOW WIOA RFP Recommendation from GLOW RFP Review Team

The PY2023 GLOW WIOA RFP Recommendation from the GLOW RFP Team and a summary of 2022 and 2023 proposal summary was sent to members prior to the meeting. Jay reviewed the summary:

- All 2023 requested proposals have increased from 2022.
- The contract current performance from all service providers is great – no corrective action needed.
- Contracts current spending is on target but was noted that Orleans is low due to reported spending is always a month behind
- Jay noted that the One Stop Operator contract is low on spending but he is working with them on other projects. The Bonadio contract is \$25,000, which is spent the latter part of year.
- The GLOW Total Funds Approved is \$433,114, which includes \$202,097 of Non-WIOA Funds
- All proposal requests submitted within the range amount of anticipated allocation in the RFP
- Jay noted that the 2023 Summary shows an anticipated allocation with a 2% increase (heard from nationally – no word on local) from \$1.7 million in 2022 to \$1.8 million for 2023.
- The estimated training funds for 2023 is a little less than 18% of allocation at \$319,000, which is a decrease from last year's amount but it is all an estimate at this time. Actual amounts are not determined until September or later.

Darren noted that his committee set a goal of 18% of allocation for training funds and what happens if the allocation is not a 2% increase and then training funds are down to 14%. Jay noted that there is a clause in the RFP that states, **"The contract range amount listed is not an absolute, but rather represents the range of anticipated contract amounts. The contract range is being offered solely to give parameters and guidelines to potential bidders. If contracts are granted or extended, the amount awarded may increase or decrease proportionally"**

based on funding availability.” It was not stated in the RFP that 18% is being held for training but Darren noted it was discussed to start training funds at 18% with future increases so they are prepared for less WIOA for their budget. Jay noted that right now it’s on a year to year basis. It is all a guessing game right now what will happen with workforce funding. Jay noted that we will continue to push for counties to contribute.

Jay noted that the RFP Review Team did request that Genesee County increase the number of ITA served to 25 and increase youth served to 26 with an increase in work experience with decrease in ITAs be in-line as it is mandated that 20% of allocation be spent on work experiences. Jay negotiated Youth served to 24. This would make Genesee County more in line with the other proposals in regard to cost per participant. Jay noted that Teresa is concerned of increase as their trainings are longer term which require more time and they have been struggling to get youth work experience due to employers hiring outright and the other counties have less expensive and short term trainings. Jay is hoping for a waiver on the 20% OS Youth WE for a year. There was a question regarding the number of FTEs in Genesee County proposal and they currently have 5 FTE but the WIOA proposal is for 2.5 FTE. There was also a question about the discrepancy between accounting FTE. It was noted that the GC accounting FTE is more than the others due to also doing program duties. Darren noted he was hoping for a consortium of proposals.

Teresa Van Son joined the meeting in person and Ryan Snyder, Kelly Kiebala, Beth Caton, and Carrie Johnson joined the meeting via Zoom. Norb always a concern if the allocation is not what is expected and asked the service providers, do you have plans if the allocation is less than we expect:

- Ryan responded he is requesting more ARPA funds from Livingston County and believes we would all have to revisit budgets if it doesn’t come through.
- Teresa expressed her concern over increasing her numbers served in that their customer base are in longer term trainings and carrying them into another or multiple years. She doesn’t have as many short term training such as CNA, Fast Track, available in Genesee County. She was involved in recruitment for GCC CNA program but those customers were served under their Re-Imagine Grant and they are applying for another 5 year grant. She spoke with Lindsey Ward of Small Business Development regarding a Fast Track program, who is in the process of developing. They also served a lot of TAA customers this past year, which thankfully the other counties assisted with. Teresa noted that she also wants to make sure customers are receiving quality training for in demand occupations. She is also concerned of what the repercussions of not meeting the numbers as well as availability of training funds. She expressed concern of meeting work experience as they have been struggling as employers hire them on their own. Teresa noted that they do supplement funds with other contracts such as Ticket to Work, ACCES, DSS but wanted to note that WIOA is asking for 62% of WIOA funds but actually getting 70% of time with increased numbers. Norb noted that it was based on the cost per participant. Teresa would be interested to know what impacts the cost per participant and how she could potentially offset.
- Beth responded that they would have to map out a plan of action and tap into other resources as they do have some flexibility of other resources like United Way, etc.
- Kelly responded that they would revisit their budget and noted that they are receiving some county support this year with anticipated increases over the years.
- Jay noted that it is not on the contractors if training funds are not available. We may have to amend contracts and look at other resources but he is confident that ITAs will be able

to be reached. We may have to look at other elements as far as youth but hoping work experiences gain strength again.

- Kelly noted that Pete is working with ON BOCES with students getting their GED and enrolls them but may be awhile before they do a work experience.

VOTE> Darren made the motion to approve the PY2023 WIOA Title IB proposals as presented; Patti seconded the motion; all members present were in favor, and the motion was carried. The PY2023 WIOA Title IB proposals are approved. This will go to the 3/21/23 GLOW WDB Meeting for approval.

One Stop Operator Contract Renewal

This was sent to the members prior to the meeting. Jay noted that Genesee Finger Lakes Regional Planning Council contract is up for renewal for \$8,000 for PY2023. We tried to do a regional meeting at the ballpark but is not allowed due WIOA Regulations. We are looking at doing Meet and Greet with employer partners as done in Finger Lakes building support network. They assist with partner meetings, which helps in the MOU process. **VOTE>** Jocelyn made the motion to approve renewal of Genesee Finger Lakes Regional Planning Council for \$8,000 for PY2023 Darren seconded the motion; Jim Pierce abstained and all other members present were in favor, and the motion was carried. This will go to the 3/21/23 GLOW WDB meeting.

Darren made the motion to adjourn the meeting at 5:05 pm; Jocelyn seconded the motion; all members present were in favor, and the motion was carried. The meeting ended at 5:05 pm

NEXT FINANCE COMMITTEE MEETING: TUESDAY, 5/9/23, 4 – 5 pm