

GLOW WDB FINANCE COMMITTEE
GC Career Center/Zoom
Draft Meeting Minutes
9/12/23, 4:00 – 5:00 p.m.

MEMBERS PRESENT: Norb Fuest

ZOOM: Jim Pierce, Patti Fales; Jocelyn Sikorski, Darren Burdick

OTHERS PRESENT: Teresa Van Son, GC Job Development; Ryan Snyder, Livingston County OWD; Kelly Kiebala, Orleans County JDA, Carrie Johnson, WCCA

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

Draft Meeting Minutes of 6/14/23 and 6/20/23

The meeting minutes were sent to members prior to the meeting. Jim Pierce made the motion to approve the Draft 6/14/23 and 6/20/23 meeting minutes; Jocelyn seconded the motion; all members present were in favor, and the motion is carried. The 6/14/23 and 6/20/23 GLOW WDB Finance Committee Meeting minutes are approved.

PY2023 GLOW Blanket Transfer

The recommendation for PY2023 Blanket Transfer was sent to members prior to the meeting. Jay explained that every year a blanket transfer is requested to give the WDB Executive Director to request to transfer WIOA funds of up to 100% between adult and dislocated worker programs. No eligible DLW will be denied services including training services, due to lack of funds, because of this transfer. This request is for PY2023. **VOTE**> Darren made the motion to approve the PY2023 GLOW Blanket Transfer; Jim seconded the motion; all members were in favor of the motion, and the motion is carried. This will go for vote at the 9/19/23 GLOW WDB meeting.

Amended GLOW Youth Supportive Services Policy, Adult/DLW Supportive Services Policy, and GLOW Self Sufficiency Policy

These policies were sent to members prior to the meeting for information only. These policies were amended due to a situation when trying to get a device returned or paid for. WDB Staff worked with FOTA on amending these policies, which they have approved. The GLOW WDB Executive Committee approved these policies on 8/11/23 and WDB will vote at 9/19/23 GLOW WDB Meeting to be retroactive 8/11/23 as they needed to be in place effective immediately. Jay reviewed the amendments that included the highlighted:

- Purchasing Technology for Employment and/or Training and was approved by FOTA:
 - Any student **not completing the** class/training prior to the completion must return either the device or reimburse what was expended by the GLOW WDB for the device **within 30 days of separation from the training program.**
 - Upon successful completion of the training, the GLOW WDB will no longer require regular counselor checks to see if it is still being used by the student on a regular basis **and the device is transferred to the ownership of the customer from the GLOW WDB.**

Failure to Return or Reimburse the Device within 30 Days of Not Using or Completing Training/Employment

- Failure to return or pay the amount that the GLOW WDB reimbursed for the device after 30 days may result in one or more of the **following based on reasonable or inappropriate response** at the discretion of the GLOW WDB Executive Director:
 - Customer will be banned from receiving technology support for 2 years
 - Customer will be banned from receiving future technology support
 - Any subsequent training or support requests may be not approved

Customers will sign an agreement with these guidelines. Teresa shared a success story of a customer who was trying to do her school work on her phone and this policy made it possible for her to complete the program.

The following was added in the GLOW Self Sufficiency Policy:

Health Insurance Opt out Stipend:

- If an individual opts out of the employer based Health Insurance, usually there is a lump sum or opt out monthly/yearly payment. This stipend would be included as an employee benefit and separate from base salary/hourly rate. It would not be counted towards the self-sufficiency wage.

Shift Differential:

- Shift differentials by definition are premium rates paid by an employer for shift work at undesirable times of the day. Although pay differentials can be offered in any field of employment, they are more commonly found in industries that are capital intensive, that have shortages in labor categories and that require 24-hour operations or processes. Examples are the medical and manufacturing industries.

Shift differential does not count towards base salary/pay. Someone getting paid a premium to work a certain shift to increase desirability of that shift is separate and distinct from skill set. Shift differential is not included when determining self-sufficiency wage. Also, when evaluating if an individual is above/below self-sufficiency, equitable treatment and a consistent method for evaluating self-sufficiency wage must be defined

Amended GLOW Self Sufficiency Levels Policy

Jay noted he feels it's time to raise the GLOW Self Sufficiency Level on the policy as it has been about 3 years since it was increased. Jay noted that increase in minimum wage as well as other increases and other areas have done it. Jay is recommending increasing it to \$28/hour or \$58,240 annually. The Executive Committee did add additional language of . **VOTE**> Patty made the motion to approve as presented; Jim seconded the motion; all members present were in favor, and the motion was carried. The GLOW self-sufficiency wage policy is approved. This will go to the 9/19/23 GLOW WDB Meeting for a vote.

PY2022 End of Year GLOW WDB Budget Modifications

A summary of the end of year PY2022 request modifications were sent to members prior to the meeting. Jim made the motion to approve the PY2022 modifications as presented; Jocelyn seconded the motion; all members present were in favor, and the motion was carried. This will be voted on at the 9/29/23 GLOW WDB meeting.

PY2023 GLOW Budget

The modified PY2023 budget was sent to the members prior to the meeting. This includes the end of year modifications and actual carryover. **VOTE**> Patty made the motion to approve the

PY2023 GLOW Budget as presented; Darren seconded the motion; all members present were in favor, and the PY2023 GLOW Budget is approved and will be voted on at the 9/19/23 GLOW WDB meeting.

GLOW Performance and Funding

GLOW has spent \$155,000 for 43 customers in training, which is 39% of contract. 20 new youth have been enrolled and with carryover is 50 active youth. Jay noted that Livingston County received additional \$50,000 ARPA funds. Orleans County contributed \$33,000 toward Director salary. Wyoming County Nursing Facility is contributing funds for healthcare training and they have some other grants. Genesee has requested additional ARPA funds, as they have spent \$100,000 with ARPA funds this past year. These funds will be co-enrolled with WIOA funds and count towards providers contracts. There was discussion with other providers such as ACCES-VR who can provide services and then can be co-enrolled with WIOA services. The ER-NDWG funds have been exhausted, which is \$175,000 the past 3 years.

Announcements

Jocelyn Sikorski, GC Cornell Cooperative Extension - Their open house is next Thursday and she will send notice to committee. The Wyoming CCE is hiring for Executive Director as she is covering both counties until position is filled.

Jay noted that GLOW with Your Hands is 9/26/23 with 1,300-1,400 people in attendance.

Jim made the motion to adjourn the meeting at 4:42 pm; Darren seconded the motion; all members present were in favor, and the motion was carried. The meeting ended at 4:42 pm

NEXT FINANCE COMMITTEE MEETING: TUESDAY, 11/14/23, 4 – 5 pm