

GLOW WDB EXECUTIVE COMMITTEE MEETING
7/24/17, 4:30 PM
GC CAREER CENTER, BATAVIA

Present: Norb Fuest, Dennis Burke, Dave Rumsey, Mary Williams

Jay Lazarony, Michele Nichols, Kristine Langless, Barb Deike

Wyoming County RFP for Title IB Adult and DLW Services

Jay thanked everyone for attending. This meeting allows the Executive Committee to review and recommend the P.Y.2017 WCCA RFP Proposal and for the contract to be executed on 8/1/17. The GLOW WDB will rectify for approval at the next GLOW WDB meeting.

Jay reported that there was one proposal received from Wyoming County Community Action. They attended the mandatory bidder's conference and are the only one that was able to apply. This is an 11 month contract starting 8/1/17 through 6/30/18.

Mary asked about Page 3 – Performance Review shows P.Y.2014 and P.Y.2015 – was there one for P.Y.2016? There were no performance measures for P.Y.2016 due to new WIOA measures.

Jay discussed the Evaluation Rating Summary. Each member rated the RFP and the overall rating score was 247 out of 265 points.

VOTE> Dennis made the motion to award WCCA the contract for Wyoming County Title IB Adult and DLW Services for up to \$230,000; Dave seconded the motion, all members that were in attendance were in favor, and the motion was carried. This recommendation will be voted on at the 9/19/17 GLOW WDB meeting.

Jay reported he met with FOTA regarding the GLOW WDB will have an Audit Finding for the GLOW WDB not Recapturing unused Funding Carryover. This would require the GLOW WDB to hold P.Y.2017 Allocation Funds based on the amount of carryover. P.Y.2016 funds would be utilized first so they would have funds to operate in the beginning of the program year. If any county needed additional funds, they could request based on need and approval of the WDB.

Jay noted that FOTA's GLOW Expenditure Report through June is showing \$279,364 in Adult and DLW Carryover for P.Y.2016 – this does not include Accruals. Jay noted that the GR Expenditure Monitoring Report that shows Accruals predicts carryover to be about \$167,000, which is a significant difference. Final figures of carryover will not be known until after September 12 and budgets will need to be amended and approved. Jay asked if the Finance Committee could meet at least 1 or 2 weeks prior to the 9/19/17 GLOW WDB Meeting to ensure everything is addressed ahead of time. **ACTION ITEM>** WDB Staff will poll the committee for a meeting date.

Norb asked why accruals are not considered in FOTA's report - Accrual's have to be paid and this is how it's done in private sector business. Dennis noted this money should be earmarked for bills that have to be paid – maybe WDB come up with something to address this.

GLOW WDB By-Laws for Incorporation

The By-Laws were sent to the committee for review after some comments/questions were addressed. Please review again and then we will send to FOTA and CEOS for their review. Norb want to keep this process moving along to get 501c3. Livingston County has identified a law firm to assist in this process. There are many more grants available as a 501c3 and WIOA funds are drying up.

The meeting was adjourned at 4:48 p.m.