

**GLOW WDB FINANCE COMMITTEE**  
**GC Career Center Room A**  
**Draft Meeting Minutes**  
**10/3/24**

**MEMBERS PRESENT:** Norb Fuest, Holly Mitchell, Jim Pierce, Patti Fales, Darren Burdick,  
**WDB STAFF:** Jay Lazarony, Michele Nichols, Kristine Langless

**Discussion on PY2025 WIOA Contracts**

A proposed PY2025 budget Plan to renew WIOA Contracts was presented at the meeting. Jay explained this was developed based on the comments from the last meeting from the contractors and CEOs, which included:

- 1) Was told this was a sustainable program
- 2) County Budgets for PY2025 have already been developed and most only planned for 10% cut.
- 3) 37% cut would result in many layoffs and may not be worth applying for WIOA RFP.
- 4) Carryover was not known at this meeting and not included in the budget that was distributed and carryover has always been steady and should be considered.

WDB Staff met with the service providers to develop a budget for PY2025 based on the budget model for PY2024. Jay reported that the final amount of PY2023 Carryover = \$307,745.83, \$21,382 Orleans Government Funds and \$5,811.95 Ticket To Work Funds plus \$200,000 Incentive Funds = \$534,940.13 for this year's PY2024 Training Funds. Based on the same model, PY2025 amount of carryover and Incentive Funds estimated at \$350,000 for Training Funds.

This includes:

- 1) 10% cut to PY2025 allocation from PY2024 expected. Counties have other funds to utilize to make up cut.

Genesee County is in process of contracting ARPA funds with GCJDB.

Livingston County has other sources of funding (CSBG, youth)

Orleans County paying 75% of Director's salary

WCCA is absorbing costs by distributing staff duties and applies for grants for training.

- 2) Projected PY2024 Carryover to go for training funds = \$150,000 after less 10% carryover to be held for PY2026 due to minimal portion of allocation received for July-November until balance of allocation is received as well as other expenses.
- 3) Projected Incentive Funds for training of \$200,000 (listed in DLW) for achieving performance expected to receive in January 2025 but hold until 7/1/25 as will have 2 years to spend.
- 3) There are no youth funds for training but can use other funds (most youth qualify for adult funds)
- 4) The Admin amounts is based by formula and this could change
- 5) This is based on theory. Actual Budgets may change based upon actual allocation amounts not known until March/April with estimated budgets prepared for following year starting July 1<sup>st</sup> with final amounts of carryover for budget in September.
- 6) It was noted that there are additional funds in GLOW WDB staff budget for hiring and possible training of new staff so this could change and not an ongoing expense.
- 7) Any leftover funds would go to training funds.

<b>Projected Revenue</b>	<b>Adult</b>	<b>DLW</b>	<b>Youth</b>	<b>Admin</b>	<b>Total</b>
<b>PY'24 WIOA Cash</b>					
Carryover	\$ 125,765.34	\$ 122,781.92	\$ 23,112.75	\$ 61,033.74	\$ 332,693.75
PY'25 Allocation	\$ 379,019.25	\$ 596,248.29	\$ 391,319.91	\$ 151,843.05	\$ 1,518,430.50
PY'25 Incentive Grant		\$ 200,000.00			\$ 200,000.00
	\$ 504,784.59	\$ 919,030.21	\$ 414,432.66	\$ 212,876.79	\$ 2,051,124.25
<b>Projected Expenses</b>					
Less 10% (Adult/DLW)	\$ 37,901.93	\$ 59,624.83	\$ -	\$ -	\$ 97,526.75
Genesee	\$99,306.57	\$131,079.62	\$88,156.39	\$8,676.47	\$ 327,219.31
Livingston	\$117,088.84	\$154,551.31	\$103,942.06	\$10,230.11	\$385,812.33
Orleans	\$88,264.05	\$116,504.05	\$78,353.72	\$7,711.68	\$290,833.49
WCCA	\$76,117.27	\$100,470.92	\$67,570.79	\$6,650.41	\$250,809.38
GFLRPC	\$ 2,218.78	\$ 3,490.44	\$ 2,290.78	\$ -	\$ 8,000.00
Bonadio	\$ -	\$ -	\$ -	\$ 26,500.00	\$ 26,500.00
GLOW WDB	\$ 71,789.08	\$ 112,933.88	\$ 74,118.91	\$ 10,108.13	\$ 268,950.00
GLOW GR	\$ -	\$ -	\$ -	\$ 143,000.00	\$ 143,000.00
<b>Training</b>	<b>\$ 50,000.00</b>	<b>\$ 300,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000.00</b>
Total	\$ 504,784.59	\$ 919,030.21	\$ 414,432.66	\$ 212,876.79	\$ 2,051,124.51
Remaining	\$ -	\$ -	\$ -	\$ -	\$ -

**DLW training funds can be transferred to Adult Funds**

It is hopeful that NYSDOL Incentive Funds continues. GLOW continues to meet performance and 80% spending requirement.

Jay is recommending to proceed as an estimated budget to move forward with renewable contracts for PY2025. The contracts are renewable for PY2025 and PY2026.

Darren noted that this is a temporary fix. Jay agreed as staff and operational costs will continue to increase while allocations will probably not or even decrease. This is a compromise between the contractors and WDB to renew contracts, avoid layoffs and have sufficient training funds for PY2025.

**VOTE>** Patti made the motion to approve to renew WIOA contracts for PY2025; Jim seconded the motion; Darren abstained; and all members present were in favor and the motion was carried. This will go to the 11/19/24 GLOW WDB Meeting for a vote.

Darren made motion to adjourn the meeting at 10:55 am; Patti seconded the motion; all members present were in favor, and the motion was carried. The meeting ended at 10:55 am

**NEXT FINANCE COMMITTEE MEETING: TUESDAY, 11/12/24, 10 am**