

**GLOW WDB FINANCE COMMITTEE**

**GC Career Center/Zoom**

**Approved Meeting Minutes**

**5/11/22, 4:00 – 5:00 p.m.**

**MEMBERS PRESENT:** Norb Fuest, Darren Burdick, Jim Pierce, Ryan Snyder

**GUESTS PRESENT:** Teresa Van Son, GC Job Development; Kelly Kiebala, Orleans County JDA, Rose Shader and Beth Caton, WCCA

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

**Draft Meeting Minutes of 3/8/22**

Jim Pierce made the motion to approve the Draft 3/8/22 GLOW WDB Finance Committee Meeting minutes; Darren seconded the motion; all members present were in favor, and the motion is carried. The 3/8//22 GLOW WDB Finance Committee Meeting minutes are approved.

**PY2022 WIOA Contract Renewal Proposal Summary for Recommendation**

The summary was sent to members prior to the meeting. Jay reviewed the summary:

**Proposed P.Y.2022 Contract Requests**

Contractor	Funds Requested	Proposed Adult/DLW Numbers to serve				Proposed Youth				
		Total Served	ITA	Customized	OJT	O/S	I/S	WE X	IT A	OJ T
Genesee	\$285,560.00	15	13	1	1	20	0	7	7	0
Livingston	\$365,000.00	35	33	1	1	32	2	13	7	0
Orleans	\$287,007.00	20	17	0	3	26	0	14	2	1
Wyoming	\$251,915.00	25	22	2	1	25	0	16	6	1
OSO	\$ 8,000	N/A				N/A				
<b>Total</b>	<b>\$1,197,482.00</b>	<b>92</b>	<b>80</b>	<b>7</b>	<b>5</b>	<b>103</b>	<b>2</b>	<b>50</b>	<b>22</b>	<b>2</b>

Jay compared from last year’s contracts:

- Genesee increased around \$6,400
- Livingston stayed the same
- WCCA increased around \$6,915
- Jay noted that Orleans had significant increase this year, which Jay discussed with Kelly about reducing, which she was able to do by \$16,800 but it is not reflected in this summary.

Kelly explained that Orleans anticipated a 30% increase for health insurance increase but came in 18%; The union contract was approved late 2021 with 11% increase in wages back from 2019; 75% increase in computer services contract. She is able to decrease it by \$16,800 for an amended Total Funds R of \$270,007 due to a staff person on long term medical leave and pending the position that may not be filled right away; and was able to decrease computer services contract.

Jay reviewed the GLOW Performance as of 3/31/22:

- Jay noted the Spending amounts are 1-2 months behind
- The OSO spending is low as there have been no travel expenses in past 2 years.
- PY2021 GLOW Training Funds Approved \$278,673.98
- PY2022 Allocation with 9% increase for a total of \$1,696,914 anticipated allocation
- \$33,700 spent in Economic Recovery Nation DLW Grant and Jay has requested additional
- \$70,00 spent in Ticket To Work Revenue Funds for training for people with disabilities

Teresa explained that Genesee County increased GC employees' wages with a 2.5% increase in an already established union contract to stay competitive. The \$6,000 increase doesn't cover all of her increases but she will utilize other funds. She did very best to submit the least amount for her budget to ensure the most available training funds possible.

Beth explained their increases due to increase in staff wages as they remained the same for the past two years as well as health insurance increase. They have utilized other funding to assist customers as well.

Ryan noted he plans to get county support to cover any increases they may have.

Jay noted that WDB Staff applied for a grant for \$250,000 for training. Jay also noted some of the service providers did give money back out of their budget this year to support training funds. Jay noted we will continue to try and bring in additional funds to support training.

Darren would like to ensure that the service providers are in agreement with the disparity in raises between providers. Teresa and Kelly noted that union contracts are out of their control and they tried to offset their budgets the best they could be provided as the RFP process should provide the lowest cost possible for the WDB and it is competitive in nature but they still work together. Jay noted that providers did work together as their budgets were looked at end of this year to see if providers could give back any funds for training and \$27,000 was recouped for training. Ryan also noted that this is the last year of renewal and next year a RFP will be released.

**VOTE**> Darren made the motion to approve the PY2022 WIOA Proposal Request for renewal with Orleans amended funds requested to \$270,000 for an amended Total of \$1,180,682; Jim seconded the motion; all members present were in favor and the motion was carried. This recommendation will go the 5/17/22 GLOW WDB Meeting for a vote.

### **PY2022 GLOW Budget**

The budget was sent to members prior to the meeting. Jay noted the budget will be amended to reflect the changes made to Orleans amended requested funds to \$270,000 and amended Total of Requested Funds to \$1,180,682. The estimated training funds are \$160,000. Any carryover from PY2021 will be present in September. **VOTE**> Jim Pierce made the motion to approve the PY2022 GLOW Budget with amendments; Darren seconded the motion; all members present were in favor, and the motion was carried. The recommendation will go to the 5/17/22 GLOW WDB Meeting for a vote.

**PY2022 One Stop Operator Contract Renewal**

This was sent to members prior to the meeting. It was noted that Jim Pierce is on Executive Committee of the Genesee Regional Finger Lakes Council and is not able to vote on this recommendation; therefore, we don't have a quorum for a vote so this will go straight to the WDB for a full vote by the GLOW WDB 5/17/22.

Jay noted that the OSO Partner meetings have brought awareness and collaboration between partners and centers. There is a Regional OSO meeting planned for June with a possible presentation regarding hiring Ukrainian refugees for employment that many employers are interested in.

The 6/21/22 GLOW WDB Dinner Meeting will not be virtual at location to be determined and Commissioner Roberta Reardon will be presenting on the NYS Annual Budget.

Jim suggested to have invite WDI (Workforce Development Institute) to GLOW WDB meeting.

Jim made the motion to adjourn the meeting at 4:40 pm; Darren seconded the motion; all members present were in favor, and the motion was carried. The meeting ended at 4:40 pm

**NEXT FINANCE COMMITTEE MEETING: TUESDAY, 6/14/22, 4 – 5 pm**