

GLOW WDB FINANCE COMMITTEE

Approved Meeting Minutes

GC Career Center, Batavia

9/10/19, 3:30 – 4:30 p.m.

MEMBERS PRESENT: Norb Fuest, Tim Anderson, Darren Burdick, Marcell Taylor, Janet Olivieri, Jocelyn Sikorski

GUESTS PRESENT: Teresa Van Son, Ryan Snyder, Kelly Kiebala

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

Minutes of 6/5/19

Tim made the motion to approve the 6/5/19 meeting minutes; Darren seconded the motion; all members present were in favor, and the motion was carried. The 6/5/19 GLOW WDB meeting minutes are approved.

GLOW Performance – Jay Lazarony, GLOW WDB Director

- The GLOW Performance for P.Y.2019 through August 31, 2019 was sent to members prior to the meeting.
- Jay noted that the youth report now shows # of carryin youth, the contracted amount, # of new youth, % of contract youth enrolled, # of work experience funds approved, # of training funds, supportive services, and incentive funds approved and total of youth funds approved to date.
- Jay noted that 39 trainings have been approved with Adult/DLW funds – 71% of training has been done per contracts – most in healthcare with some CDL. Trying to get more employer based training (OJT, customized training).
- The EMRs will no longer be sent unless requested.

GLOW WDB Monitoring and Oversight Plan

- This was sent to members prior to the meeting. The plan needed to be updated with highlighted changes. The program and fiscal monitoring duties were combined into one plan. FOTA has reviewed. Jocelyn made the motion to approve the plan with the change of Orleans County Center for Workforce Development to Orleans County Job Development Agency on page 7 under Subrecipients (Subrecipients are prohibited from contracting with WIOA funds with other entities); Marcell seconded the motion; all members present were in favor, and the motion was carried. The GLOW WDB Monitoring and Oversight Plan will go to 9/17/19 GLOW WDB meeting for approval.

GLOW WDB P.Y.2018 Budget Modifications

The budget modifications were distributed at the meeting. These budget modifications are year-end clean-up between WDB and Subrecipients with carryover going to Participant Expenses and modifications to WDB Budget Operation Expenses. The P.Y.2019 GLOW Budget and P.Y.2018 Budget with budget modifications was distributed at the meeting.

VOTE> Tim made the motion to approve the GLOW WDB the GLOW budget modifications as presented; Marcell seconded the motion; all members present were in favor, and the motion was carried. A summary of the training budget modifications will go to the GLOW WDB on 9/17/19 for approval.

501c3

- Revised By-Laws for incorporation were sent to CEOs and GLOW WDB Executive Committee Members for approval. There was no response from Doug Berwanger, CEO of Wyoming County. Rose Shader is following up with him.
- The Board of GLOW Works, Inc. Board will consist of GLOW CEOs or designee and the GLOW WDB Executive Committee Members.

- Once received that all are in agreement, we can proceed with filing for incorporation and 501c3. Livingston and Orleans County have agreed to pay for these costs.
- There will be no staff for the incorporation until there is a grant to fund staff.

GLOW with Your Hands Event

- There are 57 vendors over 1,000 students attending the event.
- Media will be covered.

The meeting adjourned at 4:15 pm.

NEXT MEETING: TUESDAY, 11/5/19, 3:30 – 4:30 PM AT GC CAREER CENTER, BATAVIA