

GLOW WDB FINANCE COMMITTEE
Approved Zoom Meeting Minutes
GC Career Center, Batavia
11/10/20, 4:00 – 5:00 p.m.

MEMBERS PRESENT: Norb Fuest, Darren Burdick, Jocelyn Sikorski, Jim Pierce, Janet Olivieri

GUESTS PRESENT: Rose Shader, WCCA; Teresa Van Son, GC Job Development; Ryan Snyder, LC OWD; Kelly Kiebala, Orleans JDA

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

Norb thanked Jim for agreeing to be on the Finance Committee! Marcell is no longer employed at Pathstone and no longer a WDB member but we hope that he will be able to join the WDB as a private sector in the near future!

Minutes of 9/8/20

Jocelyn made the motion to approve the 9/8/20 meeting minutes; Janet seconded the motion; all members present were in favor, and the motion is carried. The 9/8/20 GLOW WDB Finance Committee Meeting minutes are approved. Tim Anderson will be out for an extended period of time.

GLOW performance Report

The GLOW Performance Report was sent to members prior to the meeting. Jay noted that he gives an update on GLOW Performance as a requirement to inform members. The GLOW WDB Oversight/Monitoring Plan state that all contractors need to meet 50% of contract by end of 12/31/20 or corrective action plan is put into place. The following are the where the contracts are through October 31, 2020:

Youth Contracts

- Genesee needs 1 more enrollment
- Wyoming needs 5 more enrollments (Matt is working on 2 now and is confident to have 5)
- Orleans needs 8 more enrollments (Pete has been out but has several in process)
- Livingston has 17 enrollments and has exceeded 50% of contract
- GLOW currently has 39.18% of contracts fulfilled
- \$108,871 youth funds have been approved for trainings, work experiences, supportive services and incentive payments

Adult/DLW Contracts

- Wyoming has 70% trainings completed (16 of 23)
- Genesee has 60% training completed (9 of 15)
- Orleans needs 5 more trainings (5 of 17)
- Livingston has 65% trainings completed (22 of 34)
- GLOW overall has 52% Adult trainings and 39% Youth of contract completed
- \$248,430 in all GLOW approved training – good start to the year!
- Per Vicki Gray, the balance of WIOA NOA should be here by end of week/early next week.

It was noted that there is concern of places shutting down due to the rise in COVID but will continue the best we can.

Amended PY 2019 GLOW WDB Budget Modifications

The amended PY2019 GLOW WDB Budget Modifications was sent to members prior to the meeting. The PY2019 needed to be adjusted for budget to be correct. Norb called for **VOTE>** Janet made the motion to approve the PY2019 modified corrected budget; Darren seconded the motion; all members present were in favor, and the motion was carried. This will be presented at the 11/17/20 GLOW WDB Meeting for approval

GLOW One Stop Operator Request For Proposal

A summary of the GLOW One Stop Operator RFP was sent to members prior to the meeting. Jay noted that the current GLOW One Stop Operator Contract with Genesee Finger Lakes Regional Planning Council ends 6/30/21. The amount was increased from \$6,000 to \$8,000 to adjust for increased costs and is in line with Finger Lakes and Monroe. It is one year with renewable years based on funding and obligations. We are preparing ahead to have contract on time. **VOTE>** Jim made the motion to approve the GLOW One Stop Operator RFP as presented; Jocelyn seconded the motion; all members present were in favor, and the motion was carried. This will be presented at the 11/17/20 GLOW WDB Meeting for approval.

Regional H1B Grant

- GLOW in conjunction with Finger Lakes, Monroe WDBs and colleges submitted a \$6 million grant over 4 years for Advanced manufacturing and IT Cyber Security that will include classroom training and on-the-job training. GLOW also included a Full time staff person for this grant as well as 10% for admin for GR and some time for GLOW WDB staff as well.
- Karl Drasgow submitted a Support Letter. Jay did reach out to others and hope he receives more.
- Can train existing staff
- **ACTION ITEM>** Jay will send support letter to Janet. **DONE**
- Hopefully we get grant in spring!

Updates

- Jay reported that the Lease for GLOW WDB staff is currently delayed as there is some discussion of possibly an alternative location for the career center.
- GLOW WDB staff lease ends 1/30/21 and we need to get contract to Livingston County for 2/1/21 but I guess there is possibility of going month to month.
- Teresa stated that it's very tentative on possible new location and she would like more detail before it is discussed. She is trying to get lease renewed for current location.
- Jay noted that he is not heard anything from attorney regarding 501c3 – he has tried to contact him several times.

ACTION ITEM> Michele will send out 2021 GLOW WDB Finance Meeting Schedule to everyone. **DONE**

Darren made the motion to adjourn the meeting at 4:15 pm; Jocelyn seconded the motion, all members present at the meeting were in favor, and the meeting adjourned at 4:15 pm.

NEXT ZOOM MEETING: Tuesday, January 12, 2021, 4 – 5 pm