

Workforce Investment Board HMO Meeting

April 12, 2019

Executive Committee Meeting

Workforce Development Board

8:30 A.M.

Committee Members Present:

Amy Turner, Kathleen Rinaldo, Gary Scalzo, Barb Schram, Beth Bowers, Wilber Allen, Mike Choquette

Call to Order:

Beth Bowers welcomed everyone at 8:32 A.M.

Financial Report:.....Approved.....M/SW. Allen/G. Scalzo:

Minutes of February 2019

Financials from February 20, 2019

Policy Updates- Approved by Bonodio:

- **Sexual Harassment-** the Workforce Development Board of Herkimer, Madison and Oneida Counties, is committed to maintaining a workplace free from sexual harassment and is required by NYS law to provide sexual harassment training annually for all employees full and part time. This Policy is one component of Workforce Development Boards' commitment to a discrimination-free work environment.
- **Revised Financial Policy Manual-** the Revised WDB Employee Handbook- the employee handbook was approved by the Executive Committee at a previous meeting.

Grant information:

- **Opioid National Dislocated Worker Grant-** a grant was secured (\$806,000) to fund Peer Specialist training for disclosed workers with a history of Opioid dependency, a meeting on March 29, 2019 with Agencies will identify the organization that are interested in the grant.
- **YouthBuild Audit-** the U.S. Department of Labor Audited the YouthBuild Grant on Tuesday, April 2nd – Thursday, April 4th there were no findings.
- **Dislocated Worker Training and OJT (\$380,000)-**This grant is going very well, employers are happy and Herkimer County is also utilizing the monies.

Other Business:

Two RFP's have been issued out this month-

- 1) for a New Operator to start July 1, 2019, hoping partners want to start a new consortium arrangement
- 2) Disability Employment Initiative (DEI) grant-only 3 locations have this grant and Workforce Development Board is the only board that is 501C3, an RFP will be sent out for an integrated resource toolkit which is a computer program showing integrated resources for available people with disabilities, this program has to be written.

Alice's review will be in survey monkey, Beth will modify it and email to board members results will be up for discussion at the next Executive Committee meeting in June.

Wilber Allen will resign from the WDB to pursue a new position at St. Lawrence Health System in Potsdam.

Next full board meeting September 27, 2019 @ Raspberries Café, Genesee Street at 8:30 A.M.

Next Executive Committee meeting is August 9, 2019 @ AIS

There being no further business, the meeting was adjourned at 9:14 A.M.....