

Board of Directors Meeting
Friday April 12, 2024
Onondaga Conference Room
12:00pm – 1:30pm

Jeanne Morelli called the meeting to order...12:05

Congratulations to Rosemary and her new daughter.

Melissa stepping in. Policy level – house passed stronger workforce bill including more funding under WIOA to local levels. Will be specific on where money can be spent. Keep eyes open to this.

Overview in general – career center 1st quarter of 2024 received over 720 requests for services and over 32 requests for business services. Jeanne – how does the 720 compare to previous quarters? Don't have that info readily available. Jeanne – what are you hearing from the businesses we are serving? Helping them advertise and recruit staff.

Jeanne – positions open? Discussion continued board requested information about turnover.

Program Policy – priority of service. This is what regulations require. 50.1% of people served in career center meet priority of service. Meg – any other policy of CNY Works to serve the other 49.9% of population? Melissa – youth services has policy and there's a policy for those with disability, but there's no restriction really on who else we serve but it should be for those with barriers and income restrictions. Jeanne – this really says if we only have enough money to serve 1000 people and 2000 walk in the door, we serve the 1000 that meet this priority of service. Motion Meg. Second ?. All in favor. Motion passed.

ETPL providers – discussed these in the past these are CDL providers we'd like to approve. CDL A for both of them. Similar to program NTTS was offering. Jeanne – this is an area we really need people to be trained. Move ?. Second A1. All in favor. Motion passed.

Consent Agenda – Eric questions answered via email. Meg – interesting we have CD's that are locked up but we have line of credit why? Sue – mostly to cover a grant that pays us after we have to do the work and payout, they reimburse us. I can't just cash the CD's out I need board approval to do that. Take a look at the CD's – put on next Executive/Finance committee agenda (???). Approving just the 3 documents not budget. Move ?. Second ?. All in favor motion passed.

Sue – budget spreadsheet sent out. Executive/Finance committee discussed. 5 grants we projected through end of year and then used that to set budget for next year. All info taken into consideration to set budget for next year. This is a summary sheet. Column C is 23 budget, column B is 23 actual. Sue reviewed summary. There is a carry over we keep at 20%, standard for each year. Jeanne – chunk this as first budget this board has seen. Budget ends June 30th, start new one July 1st but state doesn't always give us funds on July 1st to start our new budget and this is why we hold back 20% to cover start of new budget. Meg – explain line 6 please. Did you get \$1 million or \$691,000? Sue – expecting to spend \$691,000 due to staff turnover and some programs haven't gotten off the ground so haven't spent the \$1 million. Jeanne – they'll give us \$

million if we provide \$1 million in services but right now only provided \$691,000. Sharon – the County receives the funds but does it go directly to CNY Works or funnel through the County? TANF you didn't spend all of it? Yes, we did, we didn't spend all of the WIOA in/out funds. Sue – we have a reserve in place in order to wrap up services if CNY Works closed up operations. Eric – you said we carryover 20%, line 12 isn't 20%. Sue – look at line 18 and it's up to 20% carryover but it doesn't have to be all 20%. Sharon – with the problems we have with all the youth in the area how long are we going to give these organizations to get up and running that we're not spending almost half of this money? Sue – Rosemary talked about putting out a new RFP. Also have trouble that we have to serve 75% of out of school youth. And some partners are people we've worked with for a long time so it's hard to break up with them. Sharon – the 75% out of school are out there we just have to look for them some of these places don't have the capacity to reply to an RFP and maybe we need to look at the RFP. Sue – talked about salary COLA, insurance increase, needing new laptops, new servers we put all of this in the budget. Also talked about how much we're looking to spend for training including OJT and IWTs. Eric – only 3% COLA that's low cost of living is going up 8%. Sharon – for people in city and other organizations they'd love 3%. Eric – this may be why you're losing people. Sue – talked about \$5000 NYSDOL policy to get approval and do projects correctly with quotes and she put those in the budget. Jessica – my company applied for the IWT and was told there was a 30 day lead time and it's a barrier and could be for other organizations. Sharon – offering to get involved in discussion on why we aren't spending this money for youth, it's a crisis right now. Meg – question no OTDA money for the next budget? Sue – yes we do. Confusing YEP program and SYEP program. YEP we can't carryover don't know if it's going to be extended. Eric – does the current program committee currently focus on adult programs? Melissa – looking to split the committee into 2 one for adult one for youth. Eric – who creates these committees and how are we going to get this done lots of talk about it? Jeanne – by-laws say we can create ad hoc committees must have 3 committee members on it. Move Dominic. Second AI. All in favor. Motion passed. Meg – congrats on bringing the budget into positive this year. Kudos goes out to Rosemary as well who isn't here.

Sue – Policy review on budget and procedures. Don't need board approval on this but you need to know the process. Audit – final letter from PY22 audit that all findings have been approved.

Mari – program committee very small right now, talk about ITAs and RFP for youth. Looking for a chair of this committee. Jeanne – this is the committee that sets the stage for the heart of CNY Works. Dominic – we've been sending proxies to these meetings but can't vote, please tell us how many people you'd like on this committee. We also have 5 open seats on the Board so would appreciate people who want to be involved and could serve on this committee. Mari – you need to look at the 30 day lead time for students that's not always possible. Melissa – we need to change the ITA policy it is way too burdensome, our staff are leaving because they don't see the ability to help people, they're over worked, I need time to do my job and change this policy. Eric – I'll volunteer for the program committee. Sharon and Meg – will focus on the youth part.

David Furney OSSO – met end of quarter. Trying to start cross partner teams. Talked about assessment piece, taking new stab on that on how to assess the one stop system. Establishing committees realized a large committee was too hard to get work done. Establishing 3 cross

partner teams to break work down – mapping team, partner development team, ?? each team has about 6-10 members.

Jeanne – anything else for the good of the board or in community? Dominic – leading the passage of the state budget and the On Ramp initiative governor gave us money to hire a consultant and develop a center in Syracuse to focus on manufacturing and construction workforce development. Location – don't know thinking south of downtown. Committee will look at locations definitely want in the city.

Meeting adjourn – 1:19pm

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