

CNY Works Board of Directors Meeting
Friday, December 16, 2022
960 James Street, Syracuse, NY 13203
12:00PM

Jeanne Morelli called the meeting to order...12:01
Reminder on conflict of interest.
Conflict of interest form return to Sheryl.
Detail page please return to Sheryl.

Not following order, need to get quorum to vote. Thank you for being here, happy holidays.

Talked about Board orientation at last meeting, today we're going to go slower and give background on each of the items and reasons why we're presenting them and the history and education around them.

Program Committee – Dave Goodness. Have number of responsibilities. Dave chairs it and does a lot of work around policies for the agency.

Dave – over past 5 months been looking at proposals for new DMS system for youth. This is to help record youth applications and keep the team organized and one spot to record everything. Refer to packet, the proposal for the DMS is in there. Turn over to Nicole Schlater to explain. Program committee looked at many proposals. This is our recommendation, this system allows for customization which we need. We looked at what the work flow looks like and what the team needed. It will allow for much better reporting including assigned work experiences and outcomes. Jeanne – personally thank Nicole for all the work she put into this. She drove the process and put a lot of effort into this. This is something CNY Works has needed for a very long time and allow for future growth with this program.

Mari move. Randy 2nd. No questions or discussion. Dominic – reiterate what Jeanne said in Executive meeting this week this is a first step to getting staff the tools they need to manage data in real time. Obligated to give customers the best service we can and we can't do that when lacking technology like this. Hope to have further conversations with board in 2023 for more data solution options. All in favor. Motion passed.

Youth Stipend policy – this updates the wage rate for 2023 and update some changes for stipend paperwork and turn around time to submit. This has been vetted and approved by DOL.

Randy move. Sharon 2nd. All in favor.

Board minutes – August 26, 2022, need to be approved.

Dave moved. Mari 2nd. All in favor.

Financials – Sue Cooley

Common area charges. Documents in your packet. Issues with late billing and going back and forth with DOL. There was \$28,000 in costs that we couldn't pay by end of grant billing because DOL did not reimburse us. We met with landlord and he was willing to waive that for us. Jeanne explained the background on this what the common area charges are and why the state wouldn't pay because they had closed their books. Better process now in place with sue and landlord accountant. Got lost in the shuffle with transition of CFOs. Sharon – idea of what the average

cost per month will be so we don't miss this again? Rent is fixed monthly. These are flexible charges depending on what happens with the building and any unexpected charges. They were billing us annually now doing it quarterly. Sharon – did the building share a capital plan with us on preventative maintenance and what upcoming expenses will be? No, but I can ask about this. Peter – been dividing this in 3rds even though the floor is vacant that's not our fault. Sue – it's 18.74% of the building for common charges. Eric – why would preventative maintenance be CNY Works problem? That's on the building owner to take care of his building. October financials – in October I presented the audited financials for year over year for 2 years. Now I report by month per grant. Talked about the AER report. Summary of grants, it shows PY21 and PY22. Generally program year ends end of June but have extension to spend beyond that. This includes accruals for anything we know about. This is a snapshot and high level report of where we are. Bottom of page shows when grant ending. Next report the budget to projected actual and any variances. High level report, this is as of October 31st. This is where we're projecting to be at the end of the fiscal year June 30th. Shows us how close we're going to be on spending the money we were awarded. Sue explained this report. It shows if we're over or under budget and where we think we'll be on June 30th. Sue pointed out line 10, 9, and 14. Line 14 shows where we're at in spending the 80% required to be spent. The electronic copy shows by tab each grant and where we're at. Sharon – in executive meeting asked that we request from DOL to extend the gun violent grant through at the least the summer of next year you'll hear today why this is so important and the issues we're dealing with. Jeanne explained finance is very difficult to understand. Explained the 80% spending DOL requires, what we can and can't spend our money on and why it's so important to have other grants available to us to be able to allow us to provide other resources the DOL money won't allow us to. Eric – there seems to be a lot left over come June? We don't have any of the spring trainings in here yet that will take up a lot of that money. DOL due to covid has allowed us to spend less than 80% requirement but don't think they will this year come PY23. Eric – what happens is you don't spend the 80%? Good question, not sure. We can obligate money even if we haven't spent it yet. Been told that it's important we spend all the money so we don't get less in the future. Dominic – good line of questioning, it's important we use this money in the city and county to accomplish the goals of the board. In new year we'll have a new executive director who will be looking at new initiatives and goals and plans for this spending. Sue talked about the 10% funding for admin. In the middle of external Bonadio audit. Still asking for a lot of information. DOL audit is much shorter than external audit and giving them everything they are asking for.

Board training – Jeanne explained that we can do a consent agenda. She explained what would be in them, like board minutes, policies, you can review everything in there, you can ask questions about anything in there, you can remove anything in there, then we make one vote of everything in there instead of individuals. Additional training talked about for future meetings NYATEP and DOL.

Looked at composition of the Board and added those individuals we needed – healthcare with Julie Sheedy, Mari Ukleya from BOCES, and Adreinee Valenti. Amanda Clarke, Youth Workforce Manager. Rosemary Avila, new Executive Director starting January 3rd.

MJ Piraino – been with organization doing multiple things over the years. Moving on to DOL in this building. Thank you for everything you've done. She's brought a wealth of knowledge to the Agency.

Environmental Scan –

Liam O'Neill...talked about the individuals we serve at CNY Works. Read from his notes. Talked about individual career services we offer like resumes and job search. They are also governed by the policies the board approves. Talked about adult work experience, it's to give them skills to obtain employment on their own. It's also for individuals who have barriers to employment or limited employment skills. Customers like formally incarcerated individuals. Talked about the line cook program to get people into training, work experience and gain employment in cooking. Talked about success of a customer getting an architectural certificate from OCC and now is an intern at an architectural firm. But have stories that aren't successes either but we don't give up trying to serve people. Mentioned the food insecurity program we're administering at three locations and why we're doing it because we couldn't spend everything under covid education and DOL helped us determine what else we could do with the money. Thank you to Cyprien Mihigo who set up all of this and has done an excellent job. Generally overviewed the situation at Peace. Talked about why we're serving these individuals and we'll have situations.

Gun Violence Grant – Amanda Clarke and Lateef Johnson from the City of Syracuse. Amanda talked about the initiative awarded from DOL and what it was for. From TX trying to implement ideas here. Serves youth ages 14 – 24 in certain zip codes to help address gun violence. We'll be working with new population of LGBTQ population.

Lateef Johnson – with the City of Syracuse. Hired to reduce gun violence. The programs working with the youth will refer them to CNY Works. We're talking about a generation of youth that don't know how to handle conflict and resort to violence. It's gun violence not just gang violence.

Harvard Fellow. Working with Lateef under Bloomberg Fellow which is two year program. Syracuse has a statistically high level of violence. Provided statistics. In past years 34% of homicides were gang violence related. Now it's 50% gang violence. If we can address the gangs we can lower the violence. The 1st point of this is the perception of the gangs that everyone is out to get them. We need to change their mind set and perception. The 2nd side is the lack of economic security. Starting pilot project next year. Focusing on 50 kids of the 1300 the city police have identified as gang members. We will fail a lot but that's okay because we'll learn a lot. CNY Works will become an important partner after we get them focused we'll send them here for soft skills and job work experience. Sharon Owens – shared more information on how the city is going to help with this. It's a three step process to include environmental issues like poor lighting, overcrowding, vacant abandoned housing. Dominic talked about how important partnerships are and community collaboration and where CNY Works fits in. Jeanne – thank you for being here, these are the things we need to hear about so we know what as a board we need to focus on.

Other environmental scan...Randy, we as a board need to be aware of what's coming and have conversations on how to be involved and ensure the success of all of it. Sharon – talked about the DOL Youth Build program. It's a program that teaches 16-24 year olds construction skills. Eric

Peckham...I agree with looking to the future but we need to focus on today to. We need help now. I have 15 vacancies, people don't show up or they come and stay for a day. Our VP is building parts so we can meet demand. Where are these people going to come from? How do we get people back to NY? Where does CNY Works fill that gap? Randy – thank you for bringing this up. This is well said. It's worth while not to forget the immediate needs. Dominic – maybe we need to focus on how do we bring people back to NY and how do we reach out and service the people here who have been forgotten like the women who didn't return to work after covid and out of school youth who aren't counted in the unemployment numbers. Paul – lets not forget about those with disabilities. 30% is the statistics for those with disabilities that are unemployed.

We're 4 minutes over on time, I apologize. Please note the meeting dates proposed on the Agenda. This will help Sue be able to complete financials.

Dominic move to close. Mari 2nd. All in favor.