

**Workforce Development Board of Oswego County
Executive Committee Meeting
Wednesday, December 21, 2022**

'The Executive Committee shall review, approve and take action as appropriate with regard to the WIA program; review, approve and take action as appropriate with regards to its finances, recommend designation of One Stop System Operator, foster communication and coordination between committees, revise the by-laws, as required, evaluate committee and CEO performance, oversee public relations for the Board, and other responsibilities as designated by the Board.'

Minutes

Present: Brian Chetney, Marq Brown, Keiko Kimura, Rachel Pierce, Kim Sizemore, Alexis Cummins

Rachel Pierce called the meeting to order at 9:02 a.m.

1. Approval of June 29, 2022 Meeting Minutes & October 6, 2022 Special Meeting Minutes

Rachel asked for a motion to approve the June 29, 2022 meeting minutes and the October 6, 2022 Special Meeting Minutes. Marq Brown made a motion to approve the minutes. Brian Chetney seconded the motion. All in favor. The motion was carried.

2. Board New Business– Rachel Pierce

- a. Bylaws-** With the County taking over the Board changes needed to be made to the Bylaws. Rachel provided tracked changes to the Committee. Changes including removing anything that stated incorporated, anything regarding the 501c3, statements about a treasurer, including a statement regarding Roberts Rules of Order. Rachel asked for a motion to approve the Bylaws. Brian Chetney made a motion to approve. Marq Brown seconded the motion. All in favor. The motion was carried.
- b. PY 22 WIOA Budget Modification-** NOA received 11/25/22 that the State will be taking back \$30,816.70 of ERNDWG funding (OCWNY has had this money since Fall of 2020 and has not been able to spend it due to lack of customers who qualify). OCWNY also requested a \$75,000 transfer from DW funding to Adult funding. Adult funding was almost entirely obligated in the first quarter due to ITA's and OJTs. (\$15,000-\$20,000 of the transfer is already obligated due to ITA's/OJT's and the Metrix contract). The State approved the transfer as of 11/30/2022. Rachel asked for a motion to approve the PY22 WIOA Budget Modification. Keiko Kimura made a motion to approve. Marq Brown seconded the motion. All in favor. The motion was carried.
- c. PY22 Training Plan-** Subtracted the approved transfer total out into its own section. The accountant still needs to move some things around- will provide an updated Training plan once things are settled. Rachel asked for a motion to approve the PY22 Training Plan. Marq Brown made a motion to approve. Brian Chetney seconded the motion. All in favor. The motion was carried.

3. Membership changes

- a.** Rachel asked the Committee for approval for 3 new Board Members- Pamela Caraccioli (Fulton Savings Bank), Zach Menter (Oswego County Ambulance & Hearse Services), & Dan Dorsey Jr. (Eagle Beverage Company). Brian Chetney made a motion to approve the new members. Marq Brown seconded the motion. All in favor. The motion was carried & new members were approved.

- b. With the approval of new members Rachel added them into the percentage and determined that we can officially add Chena Tucker to the Board (approval was voted on at the 11/30/2022 Full Board Meeting, and we are able to remove Bruce Phelps from the roster.
- c. Rachel is going to ask Garrette Weiss to Chair the Skills & Training Committee, and have Greg Hilton Chair the Business Development Committee.
- d. Rachel has also asked all of the new members to submit a short Bio to include in a special Workforce Development Board newsletter and has also asked the Committee Chairs to include a Bio as well.

4. Directors Report- No updates at this time.

5. Roundtable – All

- a. **Brian Chetney-** Youth Summit date is locked in for May 17, 2023 at the NY Fairgrounds. Preparation will begin after the 1st of the year. If anyone would like to be a part of the presentations or have a table available please contact Brian.
- b. **Marq Brown-** Marq shared a video to his LinkedIn regarding the Early College High School program and invited the committee to check it out. Rachel asked for permission to link it in a Board Newsletter and Marq agreed.

6. ETPL Updates-

- a. CiTi BOCES had two additions to the ETPL to make course title edits to their CDL A & B courses to read as Entry Level CDL A Training and Entry Level CDL B Training. Kim Sizemore asked for a motion to approve the course title edits. Brian Chetney made a motion to approve. Keiko Kimura seconded the motion. All in favor. The motion was carried.
- b. North Country Heavy Equipment School based in Michigan requested approval for a Entry Level Heavy Equipment Operator. They listed Oswego County as the primary WIB. Cost for the program is \$7,769 and it includes tuition, books, & room and board. After discussion the Committee agreed to deny the request due to having local training for Heavy Equipment Operators.

7. Adjourn:

There were no further updates at this time. Rachel Pierce asked for a motion to adjourn. Marq Brown made a motion to adjourn the meeting. Keiko Kimura seconded the motion. All in favor. The motion was carried. The meeting was adjourned at 10:06 a.m. The next meeting date is May 24, 2023 at 9:00 a.m. Location: OCWNY, 200 N. 2nd Street, Fulton, NY 13069.