

# **SWW Workforce Development Board Agenda**

**4/13/16 - 8:00 am – 10:00 am**

**Saratoga Bridges Administrative offices**

**16 Saratoga Bridges Blvd.**

**Ballston Spa, New York 12020**

(Just off Northway Exit 13-S)

Take exit heading south onto route 9. Turn right onto Saratoga Bridges Blvd near the Nissan auto dealership. Continue to end and the building is on your left

**1. Welcome**

**2. Meeting goals**

**3. Brief update on recent activities (career center/board staff)**

**4. Brief review of craft brew program**

**5. Board duties and key points related to new/expanded aspects - handout**

**6. Developing the board committee structure (Doug)**

Doug Leavens will facilitate a discussion related to potential committee design based upon above board duties taking into consideration the new committees we had been using

**7. Role of the committees for metrics (Doug)**

**8. Next steps**

a. the next board meeting at the new career center in Glens Falls

b. exec. committee finalizing the input from today's meeting and developing the final by laws and committees

c. key implementation activities to be developed next

- This current year ending 6/30/16 was more focused on planning and organizing. The expectation is that the new year beginning 7/1/16 will be for implementing requirements over the course of the year
- Finalize board certification
- Develop operational plans for committees to start working
- Convene system partner agencies to initiate plans for a Memorandum of Understanding (MOU) identifying resource/service mapping and the working relationship between various agencies to best serve customers including: referrals, joint activities, expanded services, etc.
- Meet with ACCES-VR to discuss next steps for convening agencies serving individuals with disabilities regarding service provision needs.
- Develop plans to comply with soon to be released state guidance related to Career Center selection/certification process
- Address implementation of career center infrastructure cost sharing when guidance is released by state
- Along with a variety of other plans and activities underway.