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# **SWW Workforce Development Board**

## **Board Meeting Minutes**

**May 6, 2020**

**10:00 am – 12:10 pm**

(Online Meeting)

**BOARD MEMBERS PRESENT:** Mike Perez (Chair), Mike Billok, Mike Bittel, Corbin Daugherty, Dan Dudley, Mark Fish, Kathy LaFond, Mike Munter, Peg Murphy, Laura Oswald, Turina Parker, Elizabeth Parsons, Dominick Patrignani, Caelynn Prylo, Tracey Riley, Shelby Schneider, Wendy Skawinski, Tracy Stadel, John Wheatley. **GUESTS:** Chris DeBolt, Spencer Hellwig, Jen McCloskey, Ryan Moore, Albert Nolette, Liza Ochsendorf, Traci Ross, Mike Wild. **STAFF:** Doug Leavens (Executive Director), Pam Kaiser

### **1. Welcome and Roll Call**

Board Chair Mike Perez opened the meeting and advised that a roll call would be conducted to ensure quorum, then guests were asked to announce themselves for the record.

### **2. Approval of Minutes - December 11, 2019 meeting**

Motion by Dominick Patrignani; Second: Corbin Daugherty; Discussion: None; Abstentions/had not attended meeting: Mike Billok, Laura Oswald, Tracey Riley; Opposed: None. **Approved.**

### **3. Motion Introduced - Executive Session**

Motion by Corbin Daugherty to go into Executive Session for the purpose of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to an appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; Second: Peg Murphy; Discussion: Question by Mike Bittel confirming there will be a return to the regular Board meeting after executive session. Abstentions: None; Opposed: None. **Approved.**

### **4. Executive Session**

Board members were instructed to access a private session for discussion of privileged, confidential information for Board membership only. Guests were offered choice to remain in meeting during executive session for approximately 45-60 minutes or to leave and reconnect to meeting at a later time.

### **5. General Session**

**BOARD MEMBERS PRESENT:** Mike Perez (Chair), Mike Bittel, Corbin Daugherty, Dan Dudley, Mark Fish, Kathy LaFond, Mike Munter, Peg Murphy, Laura Oswald, Turina Parker, Elizabeth Parsons, Dominick Patrignani, Tracey Riley, Shelby Schneider, Wendy Skawinski, Tracy Stadel, John Wheatley.

### **6. Announcements**

Board Chair Mike Perez announced the Board's intention to hold the annual organizational business meeting in June as a virtual online meeting if necessary.

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## 7. Motion Introduced - PY19 Dislocated Worker to Adult Funds Transfer

Motion by Shelby Schneider - Per WIOA guidelines, Workforce areas are permitted to transfer 100% of their Dislocated funds to Adult funds. We have routinely been approved by the NYS DOL for our requested transfers. For PY18, as an area, we requested \$130,000 in transfer funds. We are asking for the same level this year. Since we are nearing the end of our fiscal year, it is imperative we get board approval and submit our request to the state as soon as possible. These funds which were anticipated months ago would be used to adjust past charges to the Dislocated funds that were meant for Adult activities. These charges include salaries, training, and overhead. The transfer will also ensure that our expenditures are accurately reported per our Cost Allocation Policy and are in compliance with WIOA guidelines; Second: Laura Oswald; Discussion: Peg Murphy asked a question regarding missing supporting documentation the Board had previously requested from the Centers that was needed to justify this funds transfer. Corbin Daugherty stated he would vote against the motion due to the unfulfilled data request. A guest, Warren County Administrator Ryan Moore, interjected comment (you'll all look like a bunch of asses if you don't get this done); Corbin Daugherty objected (Ryan Moore you can go f--- yourself). Mike Perez promptly redirected discussion toward options to resolve the transfer request lacking supporting data. Shelby Schneider stated the Board should not hold the funds hostage right now. Peg Murphy stated she agrees the funds should not be held up and is ready to go forward, but emphasized the supporting information was requested months ago to prepare a board resolution, and has not been received. With apology, Shelby Schneider stated she was not privy to that information, having not being a part of those discussions. Mike Perez pointed out this is something to improve, and reaffirmed Peg is correct in her assessment that the supporting data needed had not yet been received. Asking whether the Board was ready to act on the pending motion with the data yet to be submitted, Mike Perez summarized that there had been opposition and discussion about outstanding data being needed to complete the request. Peg Murphy clarified she had not opposed, but had asked a question. Abstentions: None; Opposed: None. **Approved.**

## 8. Adjournment (12:10pm)

Mike Perez expressed appreciation for everyone's continued patience and understanding, Board as well as county leadership, as the Board tries to accomplish necessary actions for the system, in this meeting and for future requirements. Motion to adjourn by Shelby Schneider; Second: Elizabeth Parsons; Discussion: None; Abstentions: None; Opposed: None. **Approved.**