



**Cattaraugus-Allegany Workforce Investment Board  
Operations Oversight Committee**

Wednesday, April 29th, 2009 ~ 10a.m

WIB Office

*Approved 7/15/2009*

***Committee Members In Attendance:***

Theresa Schueckler ó Catt.-Allegany BOCES  
Jesse Gugino ó JCC  
Linda Spaulding- Chautauqua Co. Office of the Aging  
Hobie Rhinehart ó NYS United Teachers  
Karen Comstock-Friendship Dairies  
Christina John - Seneca Nation  
Brad Monroe-Dresser-Rand

***Others In Attendance:***

Jerry Garmong - Alleg. One Stop  
Bret Marvin - Catt. Co. DSS  
Michele Lichy - WIB Executive Director  
Jason Miller - WIB Fiscal & Program Monitor  
Susan Gallagher- NYSDOL

***Committee Members Excused:***

Cesar Cabrera - NYSDOL  
Mary Coss - Wal-Mart

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Michele called the meeting to order at 10:05 a.m.

**Minutes of February 18<sup>th</sup>, 2009 meeting**

**Motion by Linda Spaulding; Second by Jess Gugino to approve the minutes of the 2/18/09 meeting as presented.**

**All In Favor; Motion Carries.**

**Gas Card Policy and Procedure - Clarification**

Michele and Jason spoke about a couple of clarifications in the Gas Card Policy. The section in the Policy regarding round trip mileage is ambiguous, it was clarified that all mileage will be paid round trip and not just one-way from home to training as originally intended. Jason then gave an update of what has been submitted to date and what the balances are by Center to still be drawn down. Each Center asked that the WIB office start including the dates that the checks are for in the memo line of each check.

**Needs Related Payments Policy**

Michele discussed the background of the Needs Related Payments and presented a draft policy. Jerry commented why there was a need for a separate policy from the Supportive Services policy. Michele responded that the ARRA legislation expressly specifies that needs-related payments should be provided for customers. Brad stated that if we could do more for our

customers at this time when we have the funds, then we should do it. Some raised concerns about extra work for staff and about what the amount should be, etc. They did not want to see it be a way of extending benefits for participants that wait until their UI benefits run out and then go into training simply to get additional money. Bret recommended that language be included for eligibility that a participant must apply for services with the local DSS and provide proof of denial before being eligible for Needs Related Payments. To determine what the level of payment should be, the committee reviewed poverty level data and finally recommend \$125/week not to exceed a 6-month duration.

**Motion by Brad Monroe; Second by Linda Spaulding to recommend the Needs Related Payment Policy to the full Board for approval pending changes as discussed.**

**6-Ayes; 0-Nays; 1-Abstention (Hobie Rhinehart); Motion Carries.**

**Demand Occupation List/Targeted Job List**

Michele spoke about possibly targeting certain jobs from the current Demand Occupation List within the specified industries we have chosen to support with stimulus funds. Michele will send the list out to the committee electronically and have everyone make suggestions of jobs that should populate the list.

**3<sup>rd</sup> Quarter System Indicator Report**

Michele handed out and reviewed with the committee the PY08 March System Indicator Report. We are lacking in a couple of areas such as Initial Assessment, Reduce # of UI participants still exiting while certifying for benefits and Re-Schedule of UI appointments. We have already reached our goal in # of Out of School enrollments, participants in Training and Skills development. Jason is going to email Steve Ryan and Tony Joseph concerning some issues on the Initial Assessment measure raised by Allegany E & T. Apparently, customers were receiving Initial Assessment however OTDA conducting these do not use OSOS and enter the data. Jerry and Carol would like to know if it is possible and worth going back to enter this data.

***Meeting Adjourned at 11:30 a.m.***

**Next Meeting**

Wednesday, May 27<sup>th</sup>, 2009 at 10 a.m. at the Cuba Hospital.