

Summary of WIB Youth RFP Awards PY 2015

WIB standard procedures were followed to provide in advance all members copies of the Executive Summary of each provider submitting a proposal and a summary of proposals received. Members also received the review procedure summary. WIB members had also been encouraged to become a part of the review team.

Meeting notice scheduled the WIB meeting in June. Despite additional outreach to members, quorum was not achieved at the June 18, 2015, meeting. During the WIB meeting, the proposals were discussed and the review process was described. Requests were received for \$245,100 for a BOCES/NCCC/YWCA program, \$96,322 for a Niagara Falls City School District program, and \$288,741 for an Employment & Training program. (The minutes reflect the notetaker's \$630,000 figure for a total, but the total requested funding actually was \$630,163. The amount to award was determined at \$435,000, at the time of the meeting.) The By-Laws stipulated that the WIB vote to approve and award proposal programs and youth contracts could be done by a canvass of WIB members. Members would then vote and formally award programs/funding.

Note: The intent was to continue funding for youth programs without a break in service. It was unlikely that another meeting could be scheduled and operated with a quorum before July 1, 2015. Past June 30, a new WIOA certified WDB would be required to conduct business. Continuing service to youth under WIA/WIOA was a priority. Review recommendations based on performance, spending, and meeting new WIOA regulations strongly favored one proposal. If a certified WDB was not achieved until August, September, or later, and the information process needed to be restarted once again, it would not provide services to youth as well as create further underexpenditures.

Members that did not have a conflict of interest on any proposal were encouraged to attend an executive session. Further discussion ensued regarding review recommendations. After executive session of members (with members with a conflict of interest not in attendance) and WIB and DOL oversight, it was determined the resolution had two options for members to vote on. The WIB and DOL staff helped moderate the discussion and provided information to the process and WIOA regulations, but made no recommendations regarding award or funding.

The resolution outside of meeting was distributed by and under the direction of the WIB Chair the afternoon of the meeting. All members were contacted, and instructed to participate in voting on the resolution. Follow-up with members not responding with an email vote was conducted to request their vote.

13 members returned a vote for Option 1 and 4 members returned a vote for Option 2. Members abstaining were 5 and one member replied with a request to pass on the resolution. Upon consultation with DOL, the result confirmed the WIB approval of award and funding for each program, and award letters were sent to program operators June 30, 2015.

From the By-Laws:

AMENDMENT ADOPTED 06-25-2014

ACTIONS OUTSIDE OF BOARD MEETING

All actions taken by the Board will be taken after discussion in meeting. However, due to lack of quorum or time constraint, any action required or permitted to be taken by the Board or any Committee thereof may be taken without a meeting. Such action shall be taken upon Chair's

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request with a written Resolution distributed to Members. The Resolution must be signed by a majority of duly appointed Members to be adopted. The Resolution and the written consent thereto by the Members of the Board or Committee shall be filed with the Minutes of the proceedings of the Board or Committee.

From the vote document:

Proposals were received from:

Niagara County Employment and Training Department \$288,741.

BOCES-NCCC-YWCA \$245,100.

Niagara Falls City School District \$96,332.

Amount of funding award to programs \$435,000.

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All Board members are requested to participate in voting on the resolution. Only members who do not have a conflict of interest may vote. A conflict of interest is defined as a competing priority that may compromise a reviewer's objective review. Members with conflict of interest may write "ABSTAIN" and sign and date.

RESOLUTION:

For the purpose of awarding Youth Funds under the PY 2015 Request for Proposals the undersigned email votes for:

____ **Niagara County Employment & Training Department funded at \$288,741 (100% of request), and Niagara Falls City School District at \$64,247 (66.7% of request), and BOCES-NCCC-YWCA at \$82,012 (33.5% of request).**

-or-

____ **Niagara County Employment & Training Department funded at \$288,741 (100% of request), and Niagara Falls City School District at \$96,322 (100% of request), and BOCES-NCCC-YWCA at \$49,937 (20.4% of request).**
