

**Fulton, Montgomery, and Schoharie Counties
Workforce Development Board, Inc.**

**2620 Riverfront Center
Amsterdam, NY 12010
Contact: Gail Breen
518-842-3676 Ext. 3017**

BY-2016-11

Acceptance of the minutes
from the February 1, 2017 Board Meeting

**Fulton, Montgomery, and Schoharie Counties
Workforce Development Board, Inc.
2620 Riverfront Center
Contact: Gail Breen
518-842-3676 Ext. 3017**

Part-Time Youth On-The-Job Training Policy

BY-2016-12

The Workforce Solutions Center operates a federally subsidized Part-Time Youth On-The-Job Training Program that would have to meet the following standards:

- The youth is 18-24 years of age.
- The customer OR the business must reside in Fulton, Montgomery or Schoharie County.
- The position must pay at least \$.50 per hour over minimum wage to start.
- Some kind of fringe benefit must be offered.
- Training time can vary depending on the trainee's former experience, skills, and the employers needs – provided the SVP (Specific Vocational Preparation) level is at least 8 weeks, training times can vary from 4 weeks to 26 weeks.
- During any one Board Year (July 1 – June 30), businesses with 8 or more employees may contract up to 25% of their workforce.
- \$3,000 maximum reimbursement per person.
- Employer must offer year-round employment (minimum 20 hours/week and no more than 8 weeks layoff per year).
- Reimbursement may be up to 50% of gross wages.

The WDB Executive Director can grant an exception to the above policies on a case-by-case basis if it meets the additional needs of the customer. Each exception must be approved in writing and kept in the customer's file. If further clarification is needed, the staff person should get it in writing from the WDB Director.

JUSTIFICATION FOR ALL FORMS OF TRAINING MUST BE CLEARLY DOCUMENTED IN THE CUSTOMER'S INDIVIDUAL EMPLOYMENT PLAN.

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BY-2016-13

Acceptance of the minutes
from the April 5, 2017 Board Meeting

**Fulton, Montgomery, and Schoharie Counties Workforce
Development Board, Inc.
2620 Riverfront Center
Contact: Gail Breen
518-842-3676 Ext. 3017**

BY-2016-14

Youth On-The-Job Training Policy (Full Time)

The Workforce Solutions Center operates a federally subsidized On-the-Job Training Program for newly-hired youth who meet eligibility requirements.

Specific procedures for On-the-Job Training contracts are included in the “FMS Workforce Solutions On the-Job Training Policies & Procedures Manual,” however the FMS Workforce Development Board has specified the following criteria for all contracts:

- The trainee or the business must reside in Fulton, Montgomery, or Schoharie County.
- Some kind of fringe benefit must be offered.
- Employer must offer full-time, year-round employment (minimum 30 hours/week and no more than 8 weeks layoff per year).
- During any one Board Year (July 1 – June 30), businesses with 8 or more employees may contract up to 25% of their workforce; limit of 2 contracts if less than 8 employees.
- The SVP (Specific Vocational Preparation) level for the occupation must be at least 8 weeks.
- Training times can vary from 4 – 26 weeks.
- Reimbursement may be up to 50% of wages.
- No contract may exceed a \$3,000 reimbursement of wages.

In addition:

- New Hires - Starting wage must be at least \$11.00/hour

The WDB Executive Director can grant an exception to the above policies on a case-by-case basis if it meets the additional needs of the customer. Each exception must be approved in writing and kept in the customer's file. If further clarification is needed, the staff person should get it in writing from the WDB Director.

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WIOA Services Provider and One Stop Operator

BY-2016-15

The Workforce Development Board hereby provisionally selects Fulton, Montgomery and Schoharie Counties Private Industry Council, Inc. to provide WIOA services to adults, dislocated workers and youth in Fulton, Montgomery and Schoharie Counties for the period of 7/01/17 to 6/30/18. Final award is contingent upon successful negotiation of the final budget and program deliverables/work plan by the Executive Director, with assistance from the Program Management Specialist and the Fiscal Manager and approval by the Accountability Committee.

This contract may be renewable yearly for three additional years, through 6/30/21 based upon successful attainment of program goals and performance standards in accordance with a work plan and other criteria as determined by the Fulton, Montgomery, and Schoharie Counties Workforce Development Board and the Workforce Innovation and Opportunity Act rules and regulations. If TANF Summer Youth Employment funds are received as expected, budgets and deliverables will be negotiated as part of this larger contract.

The budget and program deliverables/work plan will be negotiated annually and based upon available funding. The provision of these services is to be funded by Title I of the Workforce Innovation and Opportunity Act of 2014, and by the TANF Summer Youth Employment Program or other funding if available.