

Health, Human and Social Services Committee
Department of Employment and Training
AGENDA
July 24, 2017

Committee Members: *Edna A. Fraiser, Chair; Claudia K. Braymer, Craig R. Leggett, Matthew MacDonald, Peter V. McDevitt, Ronald Montesi, and Ron Vanselow.*

I. Committee meeting called to order by Chairman

II. Motion to approve minutes of prior Committee meeting

III. Action Agenda/New Business:

1. Request for New Contract with BOCES

Rationale: Annual contract to provide youth educational program services for the youth program and prepare youth for the Test Assessing Secondary Completion (TASC) high school equivalency assessment for the 2017-2018 school year.

2. Request to Appoint New Member to the Saratoga-Warren-Washington Workforce Development Board

Rationale: There is one private sector opening on the board, Kerrie L. Hill, Human Resource Manager at The Sagamore Resort is offered for consideration.

IV. Referral/Pending Items

1. No outstanding items

V. Information for Discussion/Review

1. Reminder – Youth Award Ceremony and Picnic, **Wednesday, August 16** at the Crandall Park Pavilion

VI. Privilege of the Floor to discuss any additional items to come before the Committee

VII. Motion to adjourn

Attachments:

1. Resolution Request Form No. 3, New Contract with BOCES

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2. Resolution Request Form No. 1, Appoint Kerrie L. Hill

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RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Employment and Training

DATE: July 24, 2017

- (a) Is this a Result of a Bid or Request for Proposal? No. Educational services obtained through BOCES are exempt.
- (b) Purpose of Contract: To provide youth educational program services for the WIOA youth employment program and prepare youth for the Test Assessing Secondary Completion (TASC) high school equivalency assessment for the 2017-2018 school year.
- (c) Name of Contractor: Washington-Saratoga-Warren-Hamilton-Essex Board of Cooperative Educational Services (BOCES)
- (d) Address of Contractor: 1153 Burgoyne Ave., Suite 2, Fort Edward, NY 12828
- (e) Contractor's Contact Person and Telephone Number: Krista Conrick, 746-3610
- (f) Has or will the Contract be provided, if so, please attach: to be developed
- (g) Commencement Date of Contract: on or after 9/18/17
- (h) Termination Date of Contract: no later than 6/29/18
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$14,900
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. quarterly cost reimbursement
- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: WIOA youth contract - 41 6293 0310 470

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

****If more than one person is being appointed, please attach additional sheets***

DEPARTMENT NAME: Employment and Training Administration

DATE: July 24, 2017

- (a) Name of Appointee: Karrie L. Hill, Human Resource Manager
- (b) Is this a Reappointment? no If so, please provide the Resolution No. which authorized the last appointment of this individual not applicable
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title: Business Sector – The Sagamore Resort
- (e) Address of Appointee: The Sagamore Resort, 110 Sagamore Road, Bolton Landing, NY 12814
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 18, 2017
- (h) Termination Date of Appointment: June 30, 2019
- (i) Name of Person Being Replaced (if applicable): Vandra C. Dagles (COA07 2016)
- (j) Reason for Replacement: vacancy due to new job.