

### **Board Meeting Agenda**

September 18, 2025 at 8:30 am (breakfast at 8:00 am)  
Watertown Municipal Arena, Watertown, NY, 13601

**Welcome/Call to Order:** Matt Cooper, Chair

#### **Privilege of the Floor**

#### **Approval of Minutes:**

- Minutes of the March 20, 2025 WDB Meeting
- Minutes of the June 6, 2025 Executive Board Meeting
- Minutes of the June 17, 2025 WDB Meeting
- Minutes of the June 24, 2025 Executive Board Meeting
- Minutes of the September 5, 2025 Executive Board Meeting

**Correspondence:** None

**One-Stop Operator/Provider Report:** Angel Munson, One-Stop Operator/Provider

**Summer Youth Employment Report:** Amelia Worden, Youth and Young Adult Coordinator, and Jon Comstock, Youth Employment Program Coordinator

**Director's Report /Financial Report:** Cheryl Mayforth, Executive Director

#### **New Business:**

- Resolution 24-08 Approval of Membership Renewal to NYATEP
- Resolution 24-09 Approval of Membership Renewal to NAWB
- Resolution 24-10 Approval of Program Year 2025 Meeting Dates
- Resolution 24-11 Nomination/Election of Officers for Program Year 2025
- Resolution 24-12 Approval of Program Year 2025 Budget
- Resolution 24-13 Approval of Program Year 2024 Incentive Funds
- Resolution 24-14 Approval of Youth Services for Program Year 2025
- Resolution 24-15 Approval of One-Stop Operator Agreement PY25-PY28
- Resolution 24-16 Approval of In-Demand List
- Resolution 25-01 Authorizing Use of Perkins Grant Funds for PY25
- Resolution 25-02 Transfer of Funding for PY25
- Resolution 25-03 Recognizing Youth Employment Program Award
- Resolution 25-04 Revision of Youth Employment Program Incentive Plan

**Upcoming Events:**

- September 30, 2025 – 13th Annual Fall Job Fair – Hilton Garden Inn
- October 16, 2025 – Manufacturing Day
- October 29, 2025 – WorkPlace Forum, BOCES Conference Room
- November 18, 2025 – Workforce Connections – Watertown Airport Hangar

**Roundtable Discussion & Questions**

**Next Meeting:** December 18, 2025 at 8:30 am (breakfast at 8:00 am) at Hilton Garden Inn, Watertown, NY

**Adjournment**