

WIB Executive Committee
Meeting Minutes

DATE: September 23, 2020

LOCATION/TIME: Zoom Meeting Platform

ATTENDEES: Fred Boenheim, Charles G. Jones, Jr., Michael Martin, Oswaldo Mestre, Jr., Brenda McDuffie, Robert Mootry and Patricia Riegler.

ABSENT/EXCUSED: Andrew Federick and Myrna Young

STAFF ATTENDEES: David Kaczor, Francine Nicholas, Russell Sferlazza, Joseph Ricchiazzi, Lavon Stephens, Geoff Szymanski and Marty Taggart

GUESTS: Cheryl Fisher, Magavern, Magavern & Grimm.

TOPIC	DISCUSSION	ACTION
Call to Order	Mr. Jones called the meeting to order at 9:30 a.m.	
I. Action Items		
A. 2020-21 WIB Officers	Mr. Jones opened with the first item of discussion, A nominating committee meeting was held on August 18 th and we reviewed the current slate of WIB Officers. The officers agreed to continue on with their position with no exceptions. The committee members agreed with everything we have going on currently, that it would be a good idea to keep the current officers, as they are seasoned veterans and have a good handle on what is going on at the WIB. It was unanimous that the current slate of officers would be presented at the Executive Committee. Mr. Jones added that we will also entertain motions from the floor at the full board meeting, which we need to work on some logistics to make this a viable option virtually. Mr. Jones thanked the officers for agreeing to continue with their duties, as well as, Ms. Young for her good work on managing the committee.	Motion to approve the 2020-21 slate of officers. was made by Ms. McDuffie, seconded by Mr. Mootry. All were in favor. Roll call was taken. Motion carried.
B. Consideration and Approval of IT 2020-21 Vendor Resolution	Mr. Jones introduced the second item of discussion, the IT Vendor Resolution. The RFP for IT Maintenance & Services was posted on our website and published in the Buffalo News and Challenger in the beginning of August. We received two responses by the deadline. One being our current provider, WNY Networks Inc. and another a local company, Network Services LLC. Upon evaluation of the two, the review team decided the best option to present was in fact our current vendor. WNY Networks Inc., provided us with a number of years of excellent service, at a competitive rate, and they are substantially more cost effective than the other company. Mr. Szymanski commented on WNY Networks outstanding performance, when it was decided to work remotely, due to the pandemic. Mr. Galley met with WIB staff immediately to put together an action plan. The very next day, Mr. Galley and his staff set up laptops for everyone in our organization, including BETC, and had us up and running remotely in no time. Mr. Szymanski continued by stating that Mr. Galley always answered our calls immediately and almost always fixed our technical problems before the phone call ended. He went on to say, WNY Networks Inc., had a challenging task with setting up an entire organization to function remotely and they did it very quickly. Mr. Szymanski concluded that he has all the confidence in the world in their abilities.	Motion to approve the IT Vendor Resolution was made by Mr. Mootry, seconded by Ms. Riegler. All were in favor. Roll call was taken. Motion carried.

<p>II. Other Business</p>	<p>Mr. Kaczor stated there was a considerable amount of differences between the two companies.</p> <ol style="list-style-type: none"> 1.) As far as cost and effectiveness, the new agreement with WNY Networks Inc., is \$95 an hour flat rate. The other company, Network Services LLC rate was \$135 an hour. The only way we could reduce this hourly rate was to prepay for hours and the company would reduce their rate based on that; however, with the way the WIB budget works, we are not able to do that. 2.) Network Services LLC is an offsite provider, which means, they do not have anyone on site on a day-to-day basis to assist us. The WIB has a complicated system; two offices, with many computers and devices, that need maintaining because they are being utilized by many people. Mr. Galley of WNY Networks Inc., is onsite in the Larkin Bldg. WIB office, as well as, at the BETC office two days a week. 3.) In addition to the \$135 hourly rate, Network Services LLC charges a fixed cost on each and every workstation and server so they can connect to them and service remotly. Based on our number of computers it would be an additional \$18,000 a year just to have the software put on so that they could do any preventative maintenance and address problems. WNY Networks Inc. does not charge for this feature. 4.) Network Services LLC does not deal with websites at all. Where as, WNY Networks Inc. staff are familiar with the software that runs our website. <p>Mr. Kaczor concluded by stating that we are getting a nice package with WNY Networks Inc. Both companies had excellent references, but when the review team sat down and looked at all the aspects, WNY Networks Inc., came out strongly to the competitor. Mr. Kaczor thanked Ms. Nicholas and Mr. Ricchiazzi for all of their time and assistance during the review process.</p> <p>Mr. Sferlazza updated the committee and WIB staff on our current financial situation by saying that he did hear the federal government is going to pass the continuing resolution to fund us with the beginning of the year. He continued by saying this will be helpful to us, because we receive our advance funding in October. If the government shut down it would have been an issue. Mr. Sferlazza concluded by saying hopefully the President will sign the resolution an we will be able to continue.</p> <p>Mr. Sferlazza stated that the finance staff is in the process of closing out the June 30th year, and that we met are 80% even though we requested a waiver. Mr. Sferlazza continued by saying things are slow with regards to the actual ITA training. We have quite a bit of work with the Trade Act, but as far as Adult and Dislocated Workers it is slow. Mr. Sferlazza finalized by saying things should start picking up in the fourth quarter.</p>	
	<p>Meeting adjourned at 9:45</p>	<p>Motion to adjourn was made by Ms. McDuffie, seconded by Mr. Mootry. All were in favor. Roll call was taken. Motion carried.</p>