

Minutes

**Buffalo and Erie County Workforce Investment Board, Inc.  
Industry & Business Development Committee**

**Monday, September 25, 2017 – 1:30 p.m.**

The Industry and Business Development Committee of the Buffalo and Erie County Workforce Investment Board, Inc. (WIB) met on Monday, September 25, 2017 at 1:30 p.m. at 726 Exchange Street, Buffalo, New York.

The following Committee Members were in attendance: Brenda McDuffie; David Sullivan; and Carolyn Bright;

The following WIB staff was in attendance: Mark Cosgrove; Heather Gresham; and David Kaczor.

The following guests were in attendance: Dawn O'Sullivan; Russell Sferlazza; and Demone Smith.

**2) APPROVAL OF MINUTES FROM 12/18/15 MEETING**

**Motion to approve minutes as presented made by Mr. Sullivan; seconded by Mr. Bright; all were in favor; so moved.**

**3) REVIEW OF COMMITTEE PURPOSE AND SCOPE**

Ms. Gresham said it might be a good idea to review the Committee's purpose and scope to see if it still fits or if any changes need to be made.

Mrs. McDuffie suggested where it states "...incumbent workers, new hires, and potential hires" include pipeline of potential entrants to the workforce, ie. STEM.

Ms. Bright suggested under "Partnering with Economic Development" to include community-based organizations.

Mrs. McDuffie also suggested a short presentation be made to the Committee about each targeted area included in the regional plan. It would be good information for the Committee to have.

Mr. Sullivan suggested looking at possibly expanding the size of the Committee to include more businesses. Ms. Gresham stated that it can be a lengthy and slow process getting individuals appointed to serve on the Board. The WIB takes the position of trying to engage current members. Mr. Sullivan reiterated his feeling that the Committee needs more members. Ms. Gresham stated she will provide the Committee's description to the full Board at its next meeting to try to garner interest.

**4) BUSINESS DEVELOPMENT/SERVICES UPDATE**

Ms. Gresham stated the WIB is collaborating on a 600-hour training program with BOCES, Goodwill and BNMA. Also aggressively working with Panasonic in its hiring needs.

Meeting adjourned at 2:35 p.m.