

January 20, 2021

Notice is hereby given that there will be a public meeting of the First Planning District Workforce Development Board on **Wednesday, January 27th, 2021 at 8:30 a.m.** This meeting will be held virtually via Zoom due to the COVID-19 crisis. Use the following link to participate in the meeting:

<https://us02web.zoom.us/j/85264236847?pwd=Q01hS1FUTTRlbXpRN01LSm5RV1hBZz09>

Meeting ID: 852 6423 6847

Password: 848463

If dialing in, call 1-646-558-8656 (One tap mobile)

AGENDA:

1. Call to order..... Alan Thriffiley, Chairman
2. Welcome and Introductions.....Chairman Thriffiley (5 minutes)
3. Invocation.....Melissa Kirsch
4. Approval of November 18th, 2020 meeting minutes (Action Item).....Chairman Thriffiley (5 minutes)
5. Comments from the Chairman.....Chairman Thriffiley (5 minutes)
6. Review of Expenditure and Operation Reports through December 2020.....Melissa Kirsch (10 minutes)
7. Review and Approval of One-Stop Operator Procurement (Action Item).....Melissa Kirsch (10 minutes)
8. Update on filling of new position – Director of Planning & OperationsAlan Thriffiley (10 minutes)
9. Review and discussion on new Quarterly Report for Public/Elected Officials
And Partner Agencies.....Jennifer Barnett (10 minutes)
10. Update and discussion on current initiatives.....Melissa Kirsch (10 minutes)
11. Updates from One-Stop Operator.....Jennifer Barnett (10 minutes)
12. Other Business
13. Public Comment Period

Alan Thriffiley

Alan Thriffiley, Chairman



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Serving Plaquemines, St. Bernard & St. Tammany Parishes

PUBLIC MEETING NOTICE AND CERTIFICATION TO HOLD VIDEO CONFERENCE MEETING

In accordance with Executive Proclamations JBE 2020-30 and 2020-58 issued by Governor John Bel Edwards on May 14, 2020, this notice shall serve as a certification of the First Planning District Workforce Development Board's inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of a quorum as a result of the COVID-19 public health emergency.

Pursuant to Section 4 of JBE 2020-30, the First Planning District Workforce Development Board will provide for attendance at its essential meeting on November 18th, 2020, via video conference because it is unable to obtain a quorum (12 members). In addition, under Executive Order JBE 2020-58 Governor Edwards ordered the continuation of social distancing, as well as limiting occupancy to 50% of total facility capacity. Furthermore, the public buildings where the First Planning District holds its meetings remain closed to the general public. It is essential for the First Planning District Workforce Development Board to meet and conduct essential business as stipulated in its governing rules under the Workforce Innovation and Opportunity Law.

Considering the foregoing, and in accordance with the above-mentioned Proclamations, the First Planning District Workforce Development Board will conduct business for their regularly scheduled bi-monthly meeting on **Wednesday, January 27, 2021 at 8:30 a.m.** via video conference and in a manner that allows for observations and input by members of the public, as set forth below.

The Workforce Board will utilize the online platform Zoom to livestream the meeting. The livestream will be available for viewing at the following link:

<https://us02web.zoom.us/j/85264236847?pwd=Q01hS1FUTTRlbXpRN01LSm5RV1hBZz09>

(Meeting ID: 852 6423 6847, Passcode: 848463) 5) beginning at 8:30 a.m. on Wednesday, January 27th, 2021. The agenda packet is available at www.triparishworks.net along with the link to connect to the meeting.

Public comment may be provided during the appropriate time of the meeting through the livestream link or may be emailed to the Executive Director at firstplanning@bellsouth.net no later than noon on Tuesday, January 26, 2021. The Executive Director will read all comments submitted by email into the record in reference to the relevant agenda item.

For questions regarding the virtual meeting of the First Planning District Workforce Development Board, please call the Executive Director at 985-875-9275.

ALAN V. THRIFFILEY, SR., BOARD CHAIRMAN

Notice posted at: Tri-Parish Works webpage -www.triparishworks.net
317 North Jefferson Avenue, Covington, LA
420 Old Spanish Trail, Slidell, LA
3700 LaFontaine Street, Chalmette, LA

WEDNESDAY, NOVEMBER 18, 2020 – MINUTES OF THE MEETING OF THE FIRST PLANNING DISTRICT WDB, HELD AT 8:30am, using Zoom virtual technology due to the ongoing COVID-19 crisis. The meeting was held in compliance with an Emergency Resolution issued by Governor John Bel Edwards.

Members In attendance: Chris Abadie, Mindy Nunez Airhart, Floyd Baker, Charlene Bonck, Stephanie Dupepe, Keith Espadron, Rachel Mackey, Mark Pisani, Steve Price, Jerry Repka, II, Stacey Retzlaff, Mike Stedem, Alan Thriffiley, Lenny Unbehagen, Allison Zinskie, and John Zollinger. Additionally, in attendance, Jennifer Barnett, Melissa Kirsch and Dianne Wilson.

1. CALL TO ORDER: The meeting was called to order at 8:31am.
2. WELCOME AND INTRODUCTIONS: Chairman Thriffiley opened the meeting by informing the membership ZOOM meetings will probably continue for several more meetings based on the recent spike in Covid cases in the area. Roll call was taken and a quorum declared.
3. INVOCATION: Ms. Kirsch gave the Invocation.
4. APPROVAL OF MINUTES: Chairman Thriffiley presented the Minutes from the Sept 23, 2020 meeting. There was a motion made by Mr. Zollinger, seconded by Mr. Abadie to accept the minutes as presented. A vote was taken, motion passed unanimously. No abstentions noted.
5. COMMENTS FROM THE CHAIRMAN: Chairman Thriffiley requested of the membership to review the financial and operational reports through October 2020. He stated the format was changed to better provide the members a clearer picture of finances and activities of the Centers. He thanked staff for their hard work in compiling these reports. He also shared that he was taking on a more active role in reviewing the financials for the agency (specifically monthly check register and bank reconciliations) in an effort to ensure proper safeguards are in place.
6. REVIEW OF EXPENDITURE AND OPERATION REPORTS THROUGH OCT 2020: Ms. Kirsch presented the reports to the board indicating the St. Tammany Center was doing well meeting expenditure levels, with St. Bernard and Plaquemines requiring more work to engage the population in order to expend more training funds. COVID seems to be the underlying issue with decreases in spending and traffic flow, and with restrictions in place for partially opened centers. The Fund Utilization report indicates some funding as being at risk of recapture, and the Youth funding is the most concerning due to COVID and the shut down of the Work Experience program and other initiatives. Ms. Kirsch reminded the membership that staff and some operational costs are not included in the obligations on the FUR report. The Dashboard reports were next covered with some discussion following.

7. REVIEW AND APPROVAL OF REGIONAL AND LOCAL PLAN: Every four years the WDB must prepare a new plan outlining the strategic work of the First Planning District. An executive summary was given to the members. Areas of focus include Business Engagement, Partnership Development, Quality and Effective Center Services, and Strategic Priorities. Ms. Kirsch advertised the Plan and asked for public comment as required by law. The Executive Committee reviewed and recommended the acceptance of the Plan as written. A motion was made to accept the Plan by Mr. Zollinger and seconded by Mr. Repka. Vote taken, motion passed unanimously with no abstentions.
8. REVIEW AND APPROVAL OF BUDGET MODIFICATION: Ms. Kirsch informed the membership of discussions by the Executive Committee to add a position of Director of Operations and Planning. This is based on a succession plan to have someone well trained to transition to Executive Director at Ms. Kirsch's retirement. The position will add approximately 40K to the budget for the period of Jan-June 2021. Funds will be distributed between administration and program activities. A job description was included in the meeting packet. Some discussion followed. It was noted the Executive Committee's approval of the position. A motion by Mr. Abadie, seconded by Mr. Pisani, was made to accept the Budget Modification adding 40K to the present year budget and decreasing the Reserve by 40K. A vote was taken and passed unanimously. No abstentions made.
9. REVIEW AND APPROVAL OF NEGOTIATED PERFORMANCE MEASURES: Ms. Kirsch reported she held negotiations with the State approximately 3-4 weeks ago. She explained the Federal Government increased all State performance by approximately 10%, which is concerning in light of the Covid pandemic continuing and uncertainty as when things may improve within our communities. Members reviewed the Final Negotiated performance measures and questions were answered. A motion to accept the Measures was made by Mr. Price and seconded by Ms. Zinskie. A vote was taken and passed unanimously with no abstentions.
10. REVIEW AND DISCUSSION ON STRATEGIC WORK FOR COMMITTEES: Chairman Thriffley recognized Ms. Kirsch to present this item. She requested the members to review the flow chart. It was recognized the Committees have not been as engaged over the past year which was mostly due to COVID. The WDB staff is looking to reinvigorate the Committees with help from the new position being hired. The goal is to have one meeting in the 1st qt. of 2021, with a meeting being held before each full Board meeting thereafter.
11. UPDATE AND DISCUSSION ON CURRENT INITIATIVES: Ms. Kirsch outlined the various tasks being worked on or to be started in the next few months. A list was provided to the Board and included the following: 1) Disaster Dislocated Worker grant going well with almost 30 participants working in temp jobs, 2) Jobs for America's Graduates program starting up again

after being shut down due to Covid as a new instructor has been hired and is currently in training, 3) the youth contract with United Way re-started with youth workshops being provided with Covid restrictions in place, 4) good progress with outreach contract with Bayou Web Design, and 5) participated in an application for a regional H1B grant for apprenticeship expansion and includes GNO, Inc. and other regional Workforce Boards.

12. UPDATES FROM ONE-STOP OPERATOR: Ms. Barnett reported she is anxious to relaunch recruiting with 4 initiatives on the books thru December. New OJT contacts are being made; clients are being seen by appointment in the centers. She purchased an employer list for the 3-parish area with the intention of outreach efforts to increase On-the-Job Training contracts. Staff is being certified in case management through an interactive on-line nationally-recognized program. With COVID, hurricanes, and holidays approaching Ms. Barnett has seen a slowdown, but is looking forward to reviving Youth programs, OJT and new training with technical and community colleges beginning enrollment in January. She also mentioned a Skills UP article in NOLA.com. This individual's story is triggering some new client interest.
13. OTHER BUSINESS: The Chairman wanted the members to be aware that the Mainstreet Program for businesses was being modified, however there are still tax incentives and credits available to businesses. The Work Opportunity Tax Credit is also up for renewal in 2021. Ms. Kirsch informed the members of the 2021 Board meeting schedule that was included in the meeting packet.
14. PUBLIC COMMENT PERIOD: No comments were received. There being no further business the meeting was adjourned at 9:38 am.

FPD WDB EXPENDITURES TO BUDGET REPORT

Through DEC 31, 2020

Budget Line Items	ANNUAL BUDGET July 2020 – June 2021	EXPENDITURES THROUGH 12/31/2020	% EXP	BALANCE OF FUNDS	CURRENT OBLIGATIONS	BALANCE INCLUDING OBLIGATIONS	% w/ OBS	RESERVE FOR FUTURE YEAR 7/21 – 6/22
Tri-Parish Centers - Program								
Staff Salaries/Fringe	849,201	374,486	44.10%	474,715	0	474,715	44.10%	231,000
Operating Costs	264,359	89,943	34.02%	174,416	106,261	68,155	74.22%	42,100
Training & Support for Clients								
Plaquemines	201,306	8,982	4.46%	192,324	1,593	190,731	5.25%	89,000
St. Bernard	416,837	57,225	13.73%	359,612	76,247	283,365	32.02%	165,000
St. Tammany	912,821	536,119	58.73%	376,702	411,893	-35,191	103.86%	216,755
St. Tammany Corp CEA	15,000	7,500	50.00%	7,500	8,750	-1,250	108.33%	1,250
Other Misc. Program Inc.	5,150	5,150		0	0	0		0
Dislocated Worker Disaster Grant – Temporary Jobs								
Plaquemines	100,044	0	0	100,044	0	100,044	0.00%	0
St. Bernard	873,937	65,539	7.50%	808,398	0	808,398	7.50%	0
St. Tammany	855,705	27,975	3.27%	827,730	0	827,730	3.27%	0
Tri-Parish Sub Total	4,494,360	1,172,919	26.10%	3,321,441	604,744	2,716,697	10%	745,105
Administration Office								
Staff Salaries/Fringe	273,079	122,955	45.03%	150,124	0	150,124		262,879
Operating Costs	40,255	8,854	21.99%	31,401	0	31,401		38,099
Admin Sub Total	313,334	131,809	42.07%	181,525	0	181,525	42.07%	300,978
GRAND TOTALS	4,807,694	1,304,728	27.14%	3,502,966	604,744	2,898,222	39.72%	1,046,083

FIRST PLANNING DISTRICT

TWO-YEAR BUDGET
JULY 1, 2020 THROUGH JUNE 30, 2022

Total Funds available through June 2022	PROGRAM	ADMINISTRATION	TOTAL
Total Carryover Funds	\$ 1,437,974	\$ 194,302	\$ 1,632,276
New Allocation 2020/22	\$ 1,950,405	\$ 216,712	\$ 2,167,117
St. Tammany Corp CEA	\$ 15,000	\$ -	\$ 15,000
Other Misc. Program Income	\$ -	\$ -	\$ -
Disaster Dislocated Worker Grant	\$ 1,829,686	\$ 203,298	\$ 2,032,984
GRAND TOTAL	\$ 5,233,065	\$ 614,312	\$ 5,847,377

LINE ITEMS	ANNUAL BUDGET July 1, 2020 – June 30, 2021		EXPENDITURES TO DATE December 2020		BALANCE	
	PROGRAM	ADMIN	PROGRAM	ADMIN	PROGRAM	ADMIN
Staff Salaries/Fringe Benefits	\$ 849,201	\$ 273,079	\$ 374,486	\$ 122,955	\$ 474,715	\$ 150,124
System Operator	\$ 107,790		\$ 53,459		\$ 54,331	\$ -
Travel/Mileage	\$ 1,176	\$ 800	\$ 23	\$ 99	\$ 1,153	\$ 701
Conference/Meetings	\$ 1,349	\$ 2,500		\$ 120	\$ 1,349	\$ 2,380
Unemployment Insurance	\$ 5,000				\$ 5,000	\$ -
Accounting Services	\$ -	\$ 5,050		\$ 2,534	\$ -	\$ 2,516
Supplies	\$ 9,400	\$ 3,300	\$ 4,350	\$ 1,247	\$ 5,050	\$ 2,053
Furniture/Equipment	\$ 9,000	\$ 7,000	\$ 2,516	\$ (3,865)	\$ 6,484	\$ 10,865
Rent	\$ 15,000	\$ 4,800	\$ 7,500	\$ 2,400	\$ 7,500	\$ 2,400
Repairs/Maintenance	\$ 3,850	\$ 1,500	\$ 582	\$ 1,023	\$ 3,268	\$ 477
Telephone/Internet	\$ 9,670	\$ 4,780	\$ 5,283	\$ 1,908	\$ 4,387	\$ 2,872
Insurance (GL/Cobra/Surety Bond)	\$ 1,000	\$ 675		\$ 707	\$ 1,000	\$ (32)
Licensing Fees/Assessments	\$ 2,539	\$ 700	\$ 1,407		\$ 1,132	\$ 700
Postage	\$ 274	\$ 800		\$ 685	\$ 274	\$ 115
Advertisement	\$ 561	\$ 1,500		\$ 140	\$ 561	\$ 1,360
Outreach	\$ 80,000	\$ 200	\$ 6,158		\$ 73,842	\$ 200
Professional Development – Staff	\$ 2,850	\$ 500	\$ 4,645		\$ (1,795)	\$ 500
Professional Dues	\$ 6,000	\$ 2,500	\$ 360	\$ 375	\$ 5,640	\$ 2,125
Auto (Gas/Maint/Insurance)	\$ 8,900	\$ 3,650	\$ 3,660	\$ 1,481	\$ 5,240	\$ 2,169
Training & Support - Participants	\$ 1,530,964		\$ 602,326		\$ 928,638	\$ -
St. Tammany Corp CEA	\$ 15,000		\$ 7,500		\$ 7,500	\$ -
Misc. Program Income	\$ 5,150		\$ 5,150		\$ -	\$ -
Disaster Temporary Jobs	\$ 1,829,686		\$ 93,514		\$ 1,736,172	\$ -
SUBTOTAL	\$ 4,494,360	\$ 313,334	\$ 1,172,919	\$ 131,809	\$ 3,321,441	\$ 181,525

**FIRST PLANNING DISTRICT WORKFORCE DEVELOPMENT BOARD
FUND UTILIZATION REPORT**

Month ending DEC 31, 2020

	Admin	Program	Total Allocation	Expended thru 12-31-20	Balance	Percent Expended	Obligations	Percent w/Oblig	At-Risk of Recapture by 6/30/21
Adult									
*PY19 expires 6/21	10,198.00	91,791.00	101,989.00	101,989.00	0.00	100%			0
**FY 20 expires 6/21	54,371.00	489,342.00	543,713.00	480,640.00	63,073.00	88%	63,073.00	100%	0
***PY20 expires 6/22	11,556.00	104,003.00	115,559.00	0.00	115,559.00	0%	90,483.00	78%	
****FY21 expires 6/22	57,664.00	518,979.00	576,643.00	0.00	576,643.00	0%		0%	
	133,789.00	1,204,115.00	1,337,904.00	582,629.00	755,275.00	44%			
Youth									
*PY19 expires 6/21	61,253.00	551,281.00	612,534.00	350,921.00	261,613.00	57%	181,949.00	87%	79,664
***PY20 expires 6/22	66,805.00	601,241.00	668,046.00	0.00	668,046.00	0%		0%	
	128,058.00	1,152,522.00	1,280,580.00	350,921.00	929,659.00	27%			
Disl Wk									
*PY19 expires 6/21	15,923.00	143,310.00	159,233.00	159,233.00	0.00	100%		100%	0
**FY20 expires 6/21	67,502.00	607,522.00	675,024.00	565,582.00	109,442.00	84%	109,442.00	100%	0
***PY20 expires 6/22	16,130.00	145,172.00	161,302.00	0.00	161,302.00	0%	1,688.00	1%	
****FY21 expires 6/22	64,557.00	581,010.00	645,567.00	0.00	645,567.00	0%		0%	
	164,112.00	1,477,014.00	1,641,126.00	724,815.00	916,311.00	44%			
*****DWG expires 3/22	203,298.00	1,829,686.00	2,032,984.00	95,185.00	1,937,799.00	5%		5%	
Grand Total	629,257.00	5,663,337.00	6,292,594.00	1,753,550.00	4,539,044.00		446,635.00		79,664.00

*PY19 - Program Year 2019 - Funds available July 1, 2019, expires on June 30, 2021
 **FY20 - Fiscal Year 2020 - Funds available October 1, 2019, expires on June 30, 2021
 ***PY20 - Program Year 2020 - Funds available July 1, 2020, expires on June 30, 2022
 ****FY 21 - Fiscal Year 2021 - Funds available October 1, 2020, expires on June 30, 2022
 ***** DWG - Dislocated Worker Emergency Grant - Funds available July 1, 2020, expires on March 31, 2022



DASHBOARD REPORT for PROGRAM YEAR 20/21

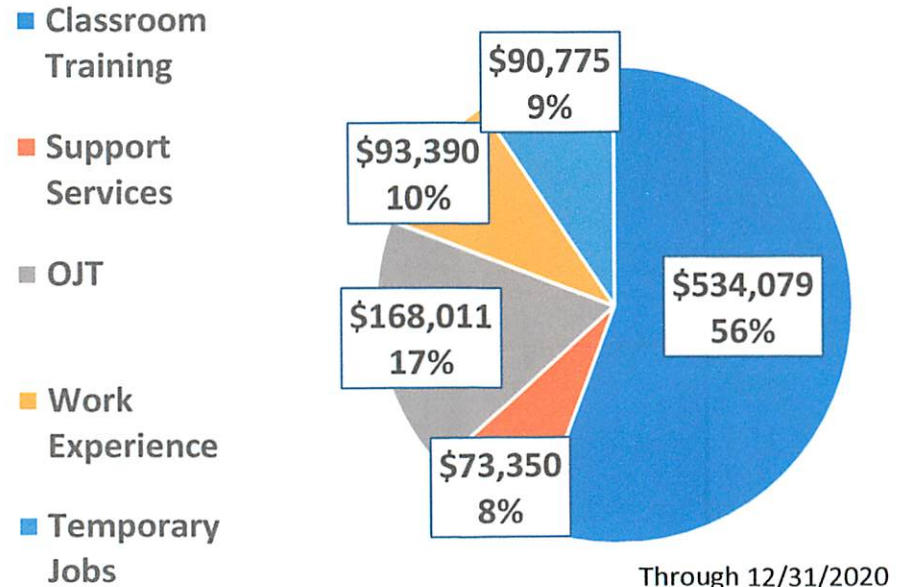
December 2020

JOB SEEKER/PARTICIPANT SERVICES Through 12/31/2020					EMPLOYER SERVICES Through 12/31/2020				
	Center Foot Traffic YTD	Total # New Participants Nov - Dec 2020	Total # Participants YTD	*Total # in Training YTD	# New Employers Nov 2020 - Dec 2020	# New Employers YTD	# New OJT Contracts YTD	# OJT Participants YTD	# of Successful OJT Completers YTD
ST. TAMMANY	1468	50	282	139	15	186	8	20	4
ST. BERNARD / PLAQUEMINES	239 (205/34)	7	91	52	5	28	2	0	0

*899 Additional UI clients served by WIOA

EMPLOYER CONSULTATIONS & CUSTOMIZED SERVICES 11/1/2020 TO 12/31/2020	
<i>*bold denotes new/renewed Training Contract</i>	
ST. TAMMANY	All Saints Insurance, Compliance Environmental Systems, Cross Gates Athletic Club, Doctor's Hospital of Slidell, Dimitri Dermatology, Ernst & Young, Globalstar, Grant Gravois Insurance , OnePath Federal Credit Union, PEC Safety, Slidell Memorial Hospital, Sunbelt Innovative Plastics, Sunpro Solar, STARC, Thomas Pump Machinery, Tulane National Primate Research Center Customized Recruitment Events: STARC, Sunbelt Plastic, Sunpro Solar,
ST. BERNARD / PLAQUEMINES	Associated Terminals, Chalmette Refining, Waffle House, Rotolo Consultants, Domino Sugar

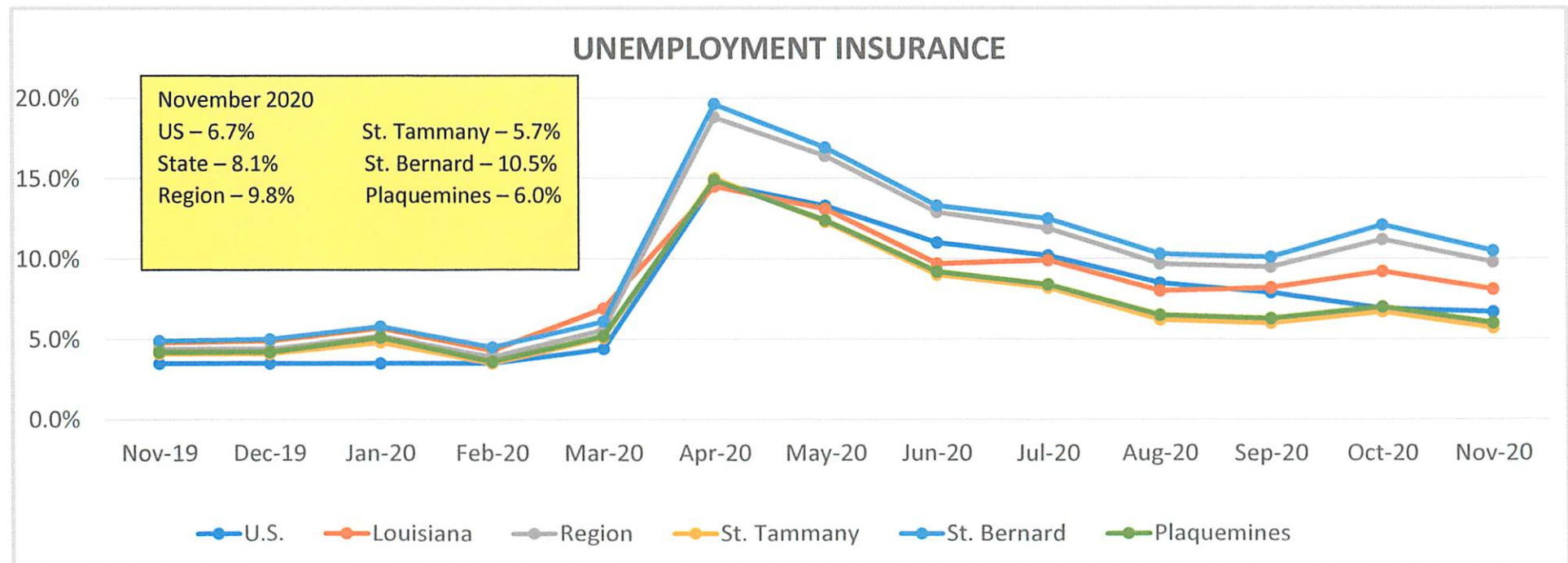
Training Expenditures & Obligations



Most Recent Federal Performance Measures*: 2nd Quarter of PY 20 ending 12/31/20

Performance Measures	Adult		Dislocated Worker		Youth	
	Negotiated Range	Actual	Negotiated Range	Actual	Negotiated Range	Actual
Employed 2 nd Qtr After Exit	60.3% - 67.0%	70.5%	60.3% - 67.0%	72.5%	63.0% - 70.0%	72.3%
Employed 4 th Qtr After Exit	60.3% - 67.0%	72.3%	61.2% - 68.0%	69.8%	64.8% - 72.0%	69.4%
Median Earnings (Quarterly)	\$5,580 - \$6,200	\$	\$6,840 - \$7,600	\$	\$2,610 - \$2,900	\$
Earned Credential	70.2% - 78.0%	89.3%	70.2% - 78.0%	94.1%	52.2% - 58.0%	40.0%
Skills Gained During Training	55.8% - 62.0%	81.1%	62.1% - 69.0%	82.1%	40.5% - 45.0%	66.7%

Green Exceeds range | White within range | Red below range | * Data from HiRE Predictive Reports. Final Performance report for Q2 not yet available



DASHBOARD REPORT – December 2020 continued

ADDITIONAL STATISTICS

TOP TEN JOB LISTINGS BY OCCUPATION – OCTOBER THROUGH DECEMBER 2020

ST. TAMMANY			ST. BERNARD			PLAQUEMINES		
Occupation Grp (4-digit)	# of Employers	# of Postings	Occupation Grp (4-digit)	# of Employers	# of Postings	Occupation Grp (4-digit)	# of Employers	# of Postings
RN's	161	497	Driver/Sales and Truck Drivers	72	120	Driver/Sales and Truck Drivers	79	108
Driver/Sales and Truck Drivers	185	445	RN's	10	69	RN's	8	18
Customer Service Reps	84	217	Supervisors – Sales Workers	27	37	Supervisors – Sales Workers	9	12
Retail Sales	106	217	Retail Sales	20	26	Retail Sales	7	11
Supervisors – Sales Workers	107	180	Customer Service Reps	15	27	Customer Services Reps	10	10
Laborers/Material Movers	60	122	Passenger Vehicle Drivers	2	25	Passenger Vehicle Drivers	2	10
Home Health and Personal Care Aides	21	98	Laborers/Material Movers	11	23	Maintenance & Repair Workers	12	9
Fast Food Counter Workers	29	91	Therapists	6	17	Insurance Sales Agents	9	7
LPN	55	88	Customer Service Reps	15	16	Childcare Workers	1	6
Supervisors – Food Prep Workers	41	80	Fast Food Counter Workers	10	14	Therapists	5	6

**ONE-STOP OPERATOR PROCUREMENT
CONSIDERATIONS
January 27th, 2021 Board Meeting**

RECOMMENDED ACTION:

1. Approve the role and scope of work for the One-Stop Operator
2. Authorize the Executive Director to initiate procurement process for One Stop Operator services

BACKGROUND INFORMATION:

- WIOA requires boards to utilize competitive procurement process (every 4 yrs) to select One-Stop Operator
- Eligible entities include higher education institutions, community-based organizations, for-profit, government agencies, chamber of commerce or other business organization, or labor organization.
- Appropriate firewalls and conflict of interest policies must be in place to ensure competition is open, fair and inclusive
- The Operator selected by competitive process must be in place no later than July 1, 2021

CONSIDERATIONS:

1. RECOMMENDED ONE-STOP OPERATOR ROLE & RESPONSIBILITIES

Coordination of one-stop partners with the comprehensive and Tri-Parish Works Centers

Key roles include:

- assisting in defining partner roles and focus in relation to the Centers
- ensure cross-training of staff across all partner agencies
- facilitate regular partner meetings
- implement strategies to improve information sharing among partner programs
- recommend strategies to increase partner referrals and co-enrollments
- promote and support efficiency and effectiveness of partners working together
- assist Board in ensuring compliance with Partner Memorandum of Understanding and Infrastructure Funding Agreement

Proposed Budget: \$40,000 - \$60,000

2. DIFFERENCES FROM PREVIOUS OSO PROCUREMENT

- recommending procuring the minimum requirement under the law, rather than adding the role of oversight of the Centers
- with the creation of the internal Director of Planning and Operations position, this role would be duplicative and no longer needed to be a part of the OSO responsibilities
- allows total focus of the OSO to be on the partnership development and enhancement