



## Buffalo and Erie County Workforce Investment Board, Inc.

### MEMORANDUM

TO: WIB Executive Committee

FROM: Charles G. Jones, Jr., Chairman

RE: January 12, 2017 Meeting Agenda

DATE: January 5, 2017

A meeting of the WIB's Executive Committee is scheduled for **Thursday, January 12, 2017, 9 a.m., in the conference room of the WIB offices located at 726 Exchange Street, Suite 630.**

The primary purpose of the meeting is to discuss the progress of the committees and other business of the WIB. Minutes from the October 18, 2016 Executive Committee meeting are enclosed.

The agenda for the meeting is as follows:

- I. Executive Director's Report/Action Items
  - Minutes from the October 20, 2016 Executive Committee meeting
  - One Stop Operator Procurement
  - IT Resolution
  - Budget Transfer Resolution
  - Demand Occupation List
  - WIB Competitive Award Process
  - On-the-Job Training
  - MOU Development
- II. Committee Reports
  - Budget
- III. Other Business
  - Annual Report

I look forward to seeing you at the meeting.

c: Cheryl Fisher, Christina Lopez, Russell Sferlazza, Lavon Stephens, WIB staff

726 Exchange Street, Suite 632 – Buffalo, NY 14210 – Ph: (716) 504-1480 – Fax: (716) 504-1483 – [www.becwib.org](http://www.becwib.org)