

## CSS Workforce New York

### Executive Committee Meeting Minutes

**Date:** 07/14/2021 (8:30am)

**Location:** Remote – Microsoft Teams

**Attendees:** Jack Wheeler, Mike Mishook, Ernie Hartman, Judy McKinney-Cherry

**CSS Staff:** Phyllis Balliett & Melissa Johnson

#### **8:32 AM Meeting Called to Order**

- Jack Wheeler called the meeting to order at 8:32 am.
  
- **Add Phyllis Balliett as signatory Bank Accounts for CSS Workforce NY:**
  - Add Phyllis Balliett Interim Director as signatory to Chemung Canal WIOA Operating account.

Motion to approve adding Phyllis Balliett as signatory to the Chemung Canal WIOA Operating account.

First – Judy McKinney-Cherry      Second – Ernie Hartman      Unanimous approval

- Add Phyllis Balliett Interim Director as signatory to Chemung Canal Non WIOA account.

Motion to approve adding Phyllis Balliett as signatory to the Chemung Canal Non WIOA Operating account.

First – Mike Mishook      Second – Judy McKinney-Cherry Unanimous approval

- Add Phyllis Balliett Interim Director as signatory to Chemung Canal Workforce Solutions account.

Motion to approve adding Phyllis Balliett as signatory to the Chemung Canal Workforce Solutions account.

First – Ernie Hartman      Second – Judy McKinney-Cherry Unanimous approval

- Patti will be reaching out to Jack, Jim & Nancy to arrange a time to meet for signing the new Signature cards.

**Meeting Adjourned:** 8:34 am Motion to adjourn

First – Judy McKinney-Cherry      Second – Mike Mishook      Unanimous approval

**Next Scheduled Meeting: August 5<sup>th</sup>, 2021, 8:00 am**