

Workforce Development Board of Oswego County
Full Board Meeting
Wednesday, March 22, 2022 9:00 a.m.
Oswego County Workforce New York

“The mission of the Workforce Development Board of Oswego County is to attract, develop and maintain a qualified workforce for the Oswego County community, to assist in economic development by convening community leaders to engage in strategic planning and facilitating dialogue to educate and train the workforce needed by today’s and tomorrow’s businesses.”

“Creating pathways to better careers and economic growth.”

PRESENT:

Peter Naughton	Dan Dorsey Jr	Diane Cooper-Currier	Eric Saunders
Heather Vashaw	Igor Kasovski	Keiko Kimura	Austin Wheelock
Dave Goodness	Patrick Harrington	Greg Hilton	Pamela Caraccioli
Tania Anderson	Andrew Quinn	Kristi Eck	Brian Chetney
Chena Tucker			

ABSENT:

Eric Behling	Marq Brown	Stephanie Earle	Louise Hand
Zach Menter	Joseph Murabito	Patrick Sheppard	Piper Titus
Christopher Todd	Garrette Weiss		

OTHERS:

Zoë Vandermeulen	Rachel Pierce	Kim Sizemore	Roy Reehil- EX Officio
Alexis Cummins			

MINUTES

A. Welcome and Introductions

- Dave Goodness called the meeting to order at 9:01 a.m., a quorum was established.

B. Board New Business

- **Approval of the November 30, 2022 Meeting Minutes-** no changes requested. Dave asked for a motion to approve the minutes. Brian Chetney made a motion to approve the meeting minutes. Pamela Caraccioli seconded the motion. All in favor, the motion was carried.

C. OCWNY Policy Updates

- **Priority of Service Policy-** Rachel took the current Veteran’s Priority of Service and Adult Priority of Service policies and combined them into one policy. NYSDOL has already approved it, but Rachel is looking for Board approval as well.

- i. **Dave Goodness asked for a motion to approve the Priority of Service policy.** Greg Hilton made a motion to approve the policy. Diane Cooper-Currier seconded the motion. All in favor, the motion was carried.

D. 2023/2024 WDB Meeting Schedule

- Meeting schedule for all committee and full board meetings for the 2023/2024 PY. We wanted to share ahead of the next full board meeting so that all members can make arrangements to be able to attend the meetings. All meetings will be held in person in order to abide by the Open Meeting Laws set forth by the State with the exception of the Partners Roundtable Meetings (these will be held virtually via Microsoft Teams). If changes need to be made, they can be requested at the Full Board Meeting in June.
- Dave Goodness asked for a motion to approve the meeting schedule. Chena Tucker made a motion to approve the meeting schedule. Pamela Caraccioli seconded the motion. All in favor, motion carried.

E. ETPL Updates

- Farnham Family Service in Oswego is asking to become a provider on the ETPL for their new CASAC training. Training is \$4,200 and 350 hours- “Credential- Certification of Completion”.
- Oswego County Emergency Management is looking to host another EMT basic training course. Tuition is \$915 which includes books. For 160 classroom training hours.- New Training Site located at 200 N 2nd St. Fulton, NY 13069.
- Highlander Communications (located in Marcy, NY) is looking for approval for Language and Sign Language interpreters. We do believe this is a valuable service and would be a level up from what CCC offers.
- Capital Region BOCES is looking for approval for their Heavy Equipment class.
- The Learn Center in Suffolk County is looking for approval for their Heavy Equipment class.
- The board agreed to vote on each request separately.
 - i. Farnham Family Services- Chena Tucker made a motion to approve. Brian Chetney seconded the motion. All in favor, motion carried.
 - ii. Oswego County Emergency Management EMT- Greg Hilton made a motion to approve. Andrew Quinn seconded the motion. All in favor, motion carried.
 - iii. Highlander Communications- Greg Hilton made a motion to approve. Pamela Caraccioli seconded the motion. All in favor, motion carried.
 - iv. BOCES Heavy Equipment class- Greg Hilton made a motion to **deny** the request. Brian Chetney seconded the motion. All in favor, motion carried. Request denied.
 - v. Learn Center- Andrew Quinn made a motion to **deny** the request. Igor Kasovski seconded the motion. All in favor, motion carried. Request denied.

F. One Stop Reports-

- **PY22 Q2 Training Plan-** Adult funding is currently 123% obligated (we still need to pull the \$75,000 transfer from DW to Adult- will likely utilize for the ITA’s). DW is 28% obligated. Youth is 50% obligated. In the next month we will start receiving allocations for the Summer Youth Employment Program as well.
- **PY22 Q2 Fiscal Report-** This report focuses strictly on PY 22 funds.
 - i. Adult- expenditures- \$225,581 82% obligated.
 - ii. Youth- expenditures- \$81,100 66% obligated.
 - iii. DW- expenditures- \$53,656 53% obligated.
 - iv. Admin- expenditures- \$94,709 123% obligated. (have since been balanced)

- v. NY SCION- expenditures- \$42,953.55 89% obligated.
- vi. ERNDWG- expenditures- \$9,081 18% obligated.
- vii. Grand Total- expenditures- \$507,081 73% obligated.
- **PY22 Q1 Performance-** We have surpassed our goals so far for this quarter. (#'s are cumulative throughout the PY). We must meet 80% of our negotiated goals. Briefly discussed what the 2nd/4th Quarter employment rate meant- after 90 days of inactivity in our operating system the customer exits. From there we look at their employment in the 2nd and 4th quarters after their exit. We can obtain this information from the customer or from DOL/department of Taxation and Finance when W4's is filed.
- **One Stop Operator Report-** The Partners Roundtable has hosted two successful Partners & Staff Forums to comply with the cross training requirements (one on training and service providers and one on services for seniors.) Participants had the opportunity to listen to presentations and then go into breakout rooms for discussions on key takeaways and next steps. The Partner's Roundtable has also initiated a monthly email blast that will contain information from partners who wish to share. These emails will go out in the months that the committee does not meet. Zoë shared that the group has decided that the next forum will focus on Creative Strategies for Workforce Recruitment. The tentative date for the forum is 5/2/23.
- **Career Center Update-** Kim Sizemore shared upcoming information regarding CiTi classes and where our office is at with training a new Disability Resource Coordinator. Menter is looking to utilize our resources to host another class in the Spring, but with the way our funding is we are looking into potential grant funding to cover some of the costs. (They also would like to do another class in the fall). OCWNY is partnering with ICP, JCC, AND SBDC, to coordinate a Child Care Bootcamp pilot program utilizing ARPA funds from the county. Currently we have 5 candidates (with 2 more interviews scheduled) for a start date of 4/4. Participants will complete Health and Safety classes (First Aid/CPR) and will also complete business development classes. OCWNY will assist participants with supportive services such as the cost of classes, background checks, stipends, etc. We will also be providing the participants with Chromebooks to utilize for the classes and to assist with running their business. OCWNY has 2 upcoming job fairs- 4/13/23 from 3:00-6:00 at McCrobie Civic Center (~30 businesses) and 5/10/23 from 3:00-6:00 at the OCO Hub at Selkirk Landing in Pulaski. (~12 businesses). We coordinated with DSS to host a job fair on 3/18 for DSS positions which was attended by ~24 people and at least half were interested in applying to available positions. We are continuing to attend outreach/community events to try and inform the public about services we offer.

G. Directors Report

- Micron steering committees have ramped up efforts. Currently they have split into groups to focus on different aspects of the community that will be affected. Rachel has been invited to Future Ready Workforce Innovation Consortiums. With local businesses amping up efforts to prepare for Micron, OCWNY has been sending out support letters to NYS Senators and Assemblymen which has resulted in Senator John Mannion requesting a visit to the Career Center. With the Board coming back under the county we will be able to save the board some money as we will be able to fall under the umbrella of the county insurance policy. Rachel also mentioned that she was tasked with getting signatures from the Board on the Oswego County Ethics policy. This is a requirement now that the board is under the county.

H. Membership Changes

- **Removal of Joseph Murabito-** Rachel asked the board to consider removing Joseph from the board pending a sufficient business representative replacement on the basis of lack of attendance. Board members suggested reaching out to EJ Fabrication, Tailwater Lodge, Daildrop, Broadwell Companies, and the new Skate Shop in Oswego for a replacement. Dave Goodness asked for a motion to remove Joseph from the Board contingent of a new representative to replace him. Greg Hilton made a motion to approve. Austin Wheelock seconded the motion. All in favor, motion carried.
- **Membership Roster-** Rachel provided a copy of the most recent Membership Roster approved by the State. Subject to change when a new member has been identified to replace Joseph.

I. Subcommittee Reports-

- **Business Development-** One area of focus has been getting out to smaller businesses and utilizing resources available (such as OCWNY Business Spotlight). Also focusing on emerging workforce to get more communication and engagement within surrounding districts & CTE to promote services available.
- **Partners Roundtable-** update was given during Zoë One Stop Operator Report
- **Skills & Training-** CiTi BOCES is getting their CDL A & B courses up and running and getting good enrollments. OCWNY is hosting career fairs. Keiko also briefly spoke about grant opportunities through Empire State. Shared that SUNY Oswego was awarded to develop a CTE instructor boot camp.
- **Youth Council-** Focusing on 5/17/23 Youth Summit planning. 7-9 districts are currently committed, but they are continuously updating and planning.

J. Roundtable

- **Roy Reehil-** shared that Oswego County has approved the HELP program for various titles which will waive the Civil Service Exam requirement for up to a year. He believes that if Oswego County can make the switch to Work Keys that we could be an example for the rest of the state to do away with Civil Service while becoming a work ready community.
- **Austin Wheelock-** Austin shared that he is also on the Micron Steering Committee and that a lot of planning and effort is being made. He shared that the Empire State Development CFA grant is still open until April for ESD grants for business related projects. Operation Oswego County would like to cohost a CFA workshop with OCWNY. Some members asked about the Attis site and Austin shared that there is a global partner looking to purchase the site but they are currently doing due diligence and seeing what will need to be done to get the site up and running again.

There were no other updates at this time. Dave Goodness asked for a motion to adjourn the meeting. Pamela Caraccioli made a motion to adjourn. Greg Hilton seconded the motion. The motion was carried. The meeting adjourned at 10:42 a.m.

Next scheduled meeting: Wednesday, June 28, 2023 at 9:00 a.m. Location: Oswego County Workforce NY