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**Workforce Development Board of Oswego County
Skills and Training Committee Meeting
Wednesday, January 24, 2024 9:00 a.m.
Oswego County Workforce New York Career Center**

'The Skills and Training Committee shall review and approve training programs, oversee training providers inventory, evaluate training providers and programs, identify strategies for addressing skill gaps, issue consumer report cards for programs, monitor training program performance data, and oversee the implementation of the Strategic Plan.'

"Creating pathways to better careers and economic growth."

Minutes

Present: Keiko Kimura, Emily Cameron, Eric Saunders, Chena Tucker, Tina Eusepi, Alissa Viscome, Andy Quinn, Rachel Pierce, Kim Sizemore, Kelley Thurlow, Elizabeth Barone-Kapuscinski

Keiko Kimura called the meeting to order at 9:00 a.m.

1. Approval of October 25, 2023 Minutes

Keiko Kimura asked for a motion to approve the meeting minutes. Chena Tucker made a motion to approve. Andy Quinn seconded the motion. All in favor. The motion was carried.

2. Updated WIOA Training Plan - Rachel Pierce

For the 2nd quarter of PY23, we have obligated 71% of Adult funding with 129 YTD services, 58% of Dislocated Worker funding with 27 YTD services, and 94% of Youth funding with 184 YTD services. We had previously transferred \$70,000 from DW to Adult; we have transferred another \$50,000 in January 2024 and will likely request another transfer in the spring. Overall spending is very good for the halfway point of the program year.

3. Training by Provider – Rachel Pierce

We assisted a total of 62 participants with ITAs through the first two quarters of PY23. Most of those were funded for healthcare related training (RN, LPN, Paramedic) and transportation related training (CDL-A, CDL-B). A total of 23 OJT contracts were approved during the first two quarters with Felix Schoeller NA, Oswego County Ambulance & Hearse, and Pathfinder Bank.

4. Fulton Customer Satisfaction (Job seekers) – Rachel Pierce

A total of 21 comment cards were received during the second quarter. The majority of responses were noted in the excellent/good categories. The main purpose of visits was listed as: Information (52%), Job Leads (43%), Resume (24%), Computers (10%), and Training Information (5%). 52% of respondents noted that this was their first visit. 90% of respondents would recommend OCWNY to their family/friends.

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5. ETPL Updates – Kim Sizemore

No requests for new courses were received.

Update requests included:

- **Farnham** - CASAC \$4,200

Kim Sizemore asked for a motion to approve or deny. Chena Tucker made a motion to approve the request; Tina Eusepi seconded the motion. All in favor. The motion was carried.

- **OCM BOCES** – 9 classes with edited course requirements or prices including: Medical Assistant, Office Technology, Medical Billing & Coding, Central Sterile Processing, Welding, Electrical Maintenance Tech, Construction Trades, and HVAC

Kim Sizemore asked for a motion to approve or deny. Eric Saunders made a motion to approve the request; Andy Quinn seconded the motion. All in favor. The motion was carried.

6. Directors Report- Rachel Pierce

OCM BOCES submitted ESD grant at the end of 2023 to expand construction trades program at CTE level and strengthen connections with Syracuse Build. OCWNY also submitted ESD grant application for Oswego Build. Rachel also noted involvement in CDL training expansion with CenterState CEO. Andre Nichols is heading up the project. Rachel and Andre are visiting Centro next week to observe their training programs as well as coordinating with local employers to get access to trucks for drive time. There may also be another upcoming school bus driver training program. Chena, Tina, Brian Chetney and Rachel had a meeting with USDOL re: Youth System Building yesterday. The purpose of this initiative is to evaluate existing programs for youth, identify gaps and enhance outreach. It is a six-month initiative with virtual meetings every 2-3 weeks. Tina and Rachel are visiting Washington, DC next month to meet with others in our cohort. OCWNY received PY23 Q1 performance report which will be shared at WDB meeting in March. Measures for employment, median earnings and credential look good. Measurable skills gain numbers are a bit low, but as this is only Q1 many have not yet hit timeframes for recording skills gains. Adult Priority of service number has increased over the previous quarter. OCWNY has expanded the transportation assistance program to keep low income standards but remove requirement for minor child. NCRC/ WorkKeys is coming back and there is a push by Legislature to have Oswego County become the first Work Ready Community in NYS. Need to figure out best way to promote to jobseekers, for example as a preferred qualification. CiTi is leading NCRC initiative; OCO is also a testing site.

7. Roundtable Update – All

Emily Cameron shared that spring semester classes have started. This is the last semester for SUNY Reimagine funding. CCC has a new Future Work Coordinator who started in December and is focusing on advanced manufacturing initiatives. He will be reaching out and connecting with local employers.

Keiko Kimura reported that CCC's micro credential is now stackable for credit. NYS legislative changes re: TAP eligibility mean that the micro credential is TAP eligible.

Eric Saunders noted that work is ongoing to maximize training facilities; renovations have been completed in the Oswego facility; HVAC training will be held there with clean room training in Syracuse facility. They are also looking to get Gouverneur facility certified for training as well. A small group went to Boise last week to tour the Micron facility and met with affiliates to get ideas and benchmark progress; it was a good learning trip for all.

Chena Tucker reported a lot of conversations with Shineman Board on making an impact in the community. Chena is currently focused on three initiatives: Oswego County Early Childhood Alliance, Help Me Grow, and Connected Community Schools model. She is also working YSB with

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Rachel, Lift initiative and Community Conversations (homeless, food insecurity, transportation, literacy, etc).

Tina Eusepi reported 80-90 openings at OCO, many in DSP programs. CMA program may be expanding. Pulaski Center is open and getting new signage in spring and they are looking to expand services in that area. DSS and Pulaski School District are involved and utilizing the site.

Alissa Viscome reported Oswego Health is still in recruitment mode and was excited to hear about medical billing and coding class at CCC. They are discussing ways to partner including potential internships. Oswego Health is launching next CNA course in Feb 2024. Alissa noted that transportation assistance is available for City of Oswego residents who are low income.

Elizabeth Kapuscinski mentioned that prep work is beginning for the 2024 Summer Youth Employment Program (SYEP).

Andy Quinn shared that Novelis has finished a hot mill upgrade and increased capacity in plant. The next cohort of P-Tech students is doing shadowing and CCC staff are touring the site on Tuesday. Andy also met with Brian on support of building renovations for CiTi's planned advanced manufacturing lab. Novelis will host almost 40 interns this summer.

Kelley Thurlow shared that end of 2023 was busy with WDB recertification due to NYSDOL, the ESD grant application submission and the preparation of the PY22 annual report.

Rachel also mentioned planning for the Youth Career Summit being held at the Oswego County fairgrounds again this year– date TBD – end of May, early June.

At this time there were no further updates. Keiko Kimura asked for a motion to adjourn. Chena Tucker made a motion to adjourn the meeting. Emily Cameron seconded the motion. The motion was carried. The meeting was adjourned at 10:25 a.m.

The next meeting is scheduled for April 24, 2024 at 9:00 a.m. at Oswego County Workforce New York.