

**Workforce Development Board of Oswego County  
Skills & Training Committee Meeting  
Wednesday, October 26 2022, 9:00 a.m.  
Oswego County Workforce New York Career Center**

***“The Skills and Training Committee shall review and approve training programs, oversee training provider’s 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.”***

**Minutes**

Present: Emily Cameron, Tina Eusepi, Kim Sizemore, Garrette Weiss, Greg Hilton, Elizabeth Barone-Kapuscinski, Denise Stepien, Rachel Pierce, Amie Abold, Louise Hand, Alissa Viscome, Alexis Cummins

Greg Hilton called the meeting to order at 9:03 a.m.

**1. Approval of Meeting Minutes from April 27, 2022**

Greg Hilton asked for a motion to approve the minutes from the July 27, 2022, meeting. Kim Sizemore made a motion to approve the minutes. Amie Abold seconded the motion. The motion was carried.

**2. Training by Provider through Q4 – Denise Stepien**

There has been a total of 42 Adult and Dislocated Workers enrolled in Occupational Skills Training for PY 22 Q1 with various businesses- MedCerts, National Tractor Trailer School, OCM BOCES, Oswego County BOCES, Pomeroy School of Nursing, St. Josephs School of Nursing, SUNY Oswego, & SUNY Upstate. For PY22 Q1 we have done 22 OJT Contracts between Felix Schoeller, Oswego County Ambulance & Hearse (Menter’s) & Pathfinder Bank. Many of the scholarships awarded have gone to the Healthcare and CDL Transportation industries. Greg would like to have a more in depth discussion with workforce staff about possibly doing incumbent worker training/OJT with Huhtamaki.

**3. Customer Satisfaction Report – Fulton Office (Job Seekers) – Denise Stepien**

There were 18 feedback responses this quarter. 15/18 were excellent. Overall responses show customers were satisfied with staff and services received. 16% of responses were for basic information, 11% for Job Leads, 16% for Training Information. 63% were first visit customers and 68% had an appointment. 74% would recommend us to their family/friends. Louise asked how we were putting ourselves out there to the public, and we shared that we are on all Social Media platforms under Oswego County Workforce NY (or varying titles of it) and we post daily with a schedule of tips/tricks, and hiring events/job postings as they come along. Amie also mentioned that it would be a good idea to get our Social Media information onto the Scholarship ad that we put into the CiTi catalog. If any businesses are interested in being spotlighted on our social media you can contact Rachel directly or the generic mailbox at [ocwny@oswegocounty.com](mailto:ocwny@oswegocounty.com)

**4. WIOA Training Plan Update – Denise Stepien**

Adult OJT is 13% obligated, and ITA’s are currently 106% obligated (3 & 13 YTD services respectively). Most of our funding has gone to ITA’s do due most classes having Fall start dates. Will have to

reevaluate once September & October figures are received and may have to complete a transfer of funds. DW ITA's are 20% obligated with 4 YTD services.

#### **5. Eligible Training Provider List – Kim Sizemore**

Kim reviewed all ETPL approvals that were approved at Special Executive Committee meetings held August 29 & October 6, 2022. Approvals included; NTTS Course Edit, EMT training in partnership with the Emergency Management Office, CCC-Geometric Dimensioning and Tolerancing course (we assisted N.E.T & Die with funding to allow their staff to take this course), Open Classrooms- a national apprenticeship online platform, QualCode- CPC Medical Coding program, Southeast Lineman Training Center, CNY Electrical Training Alliance (JATC-we can provide assistance to 1<sup>st</sup> year students with books), Celebrate Us Workforce training which had multiple options (Sterile Processing Technician Bridge program, Pharmacy Tech-Pharmacist program, and Substance Use Disorder Community Health Worker program.) Alissa asked if the Pharmacy Tech program was specific to Walgreens- Kim will look into it and report back.

#### **6. Director's Report – Rachel Pierce**

Rachel provided an update on the Waiver that was Submitted to NYS DOL to adjust the spending requirements on WIOA Youth money. The State has approved the waiver to allow us to split funding 50/50 between in-school youth and out-of-school youth. This will allow us to serve more of the youth population.

Discussion had about multiple Grant opportunities that are currently available from the State. Some of these grants have application deadlines of November & December and are giving extra points for applications with a Regional plan. Rachel has been in talks with PTech about what we could potentially do to help the program grow to meet the eventual needs of the Micron facility. We want to make sure that when development of the plant starts that Oswego County is fairly represented as we have the potential to grow and expand to meet the needs.

#### **7. Roundtable Update – All**

**Amie Abold-** Still consistently working on filling classes. Rachel asked Amie if there was anyone currently tutoring for GED classes since Bill Fisher retired- currently Mary Yafchak is tutoring in the Oswego area, and they might open up a center in Central Square in the near future.

**Emily Cameron-** Well underway with programs, and have started to see an interest in the programs that AMI offers. Some of the classes still have a requirement of attending the Auburn campus a few times a week, but looking to obtain more equipment in the future that could make classes fully at the Fulton campus a possibility. Ideas thrown around to promote more at the High School level for those students who didn't get into PTech or weren't interested but now are. Have a variety of classes already available ranging from Industrial Maintenance certificate, electrical mechanical systems, electrical tech AAS, Mechanical Tech AAS, etc.

**Tina Eusepi-** OCO as a whole is facing over 100 current job openings. Selkirk Landing is almost complete and there are some units open. Part of the building will have a section that can be used as a literacy zone/hub and would have the capability to host events there. RV Driver has transitioned back to CiTi. It will be put in storage soon for the Winter, but CiTi and OCO would like to work out a schedule for next year to try and maximize usage.

**Alissa Viscome-** Oswego Health is actively recruiting. They added a position focused on Student Liaison- Nichole Damboise and she is so far doing a great job. They are continually trying to build their talent pool and focus on career development.

**Garrette Weiss-** CiTi CTE student #'s are way up and they are currently in a good place. They are looking for an Industrial Electrical Tech instructor so if you know of anyone who may be interested, please send them to Garrette. They just hosted the Trades Fair and it was very well attended. Also will

have to add more event dates for the AMI as there were so many students who were interested but they could not accommodate everyone.

**Louise Hand-** Constellation is continuing to hire and have recently had some retirements. They will start recruiting in November for some of their Mechanical and Technical jobs for a tentative August 2023 start (extensive background checks, training and testing is required before employment). Candidates can be 18 but they have to have some type of skills/knowledge.

**Elizabeth Barone-Kapuscinski-** OCWNY has a lot of youth money to spend and can focus on youth ages 16-24. Elizabeth brought up the possibility of doing an OJT with OCO, and Tina will bring it up with staff to see if it could work.

**Greg Hilton-** Greg asked the group on how they thought we could get better representation from the High Schools. We could potentially reach out to Angela Ferlito (Fulton) or Meghan Welling/Stephen Dunn (Hannibal) to try and get assistance with reaching those youth as they are coming out of school. He also suggested a possible Job Fair in the near future to focus on Summer Help/Intern positions for local businesses as that if another good way to get these young adults into the companies and hopefully keep them coming back until they are ready for permanent positions.

**At this time there were no further updates. Greg Hilton asked for a motion to adjourn. Amie Abold made a motion to adjourn the meeting. Tina Eusepi seconded the motion. The motion was carried. The meeting was adjourned at 10:36 a.m. The next meeting is scheduled for January 25, 2023 at 9:00 a.m. at Oswego County Workforce.**