

**Workforce Development Board of Oswego County  
Skills & Training Committee Meeting  
Wednesday, July 26, 2023, 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: Kristi Eck, Pat Harrington, Linda MacDougall, Tim McKernan, Rachel Pierce, Andrew Quinn, Eric Saunders, Kim Sizemore, Kelley Thurlow, Alissa Viscome, Alexis Cummins

*“Creating pathways to better careers and economic growth.”*

Rachel Pierce called the meeting to order at 9:00 am

**1. Approval of Meeting Minutes from April 19, 2023**

*Rachel Pierce asked for a motion to approve the meeting minutes. Patrick Harrington made a motion to approve. Andrew Quinn seconded the motion. All in favor. The motion was carried.*

**2. Updated WIOA Training Plan PY22 Q4- Kim Sizemore**

We have done 301 YTD services for the Adult funding, 34 YTD Services for DW funding, and 272 YTD services for the Youth funding. We transferred a total of \$135,000 from DW to Adult during this PY. While the Training Plan shows that we have overspent our money, Kim and Rachel assured everyone that we are in good standing and did not overspend as we had extra operating funding that was not included on the training plan that had to do with the amount of turnover & new staff this year. We did hit our 80% expenditure for the year for all 3 funding streams.

**3. Training by Provider– Linda MacDougall**

We have assisted various companies with OJT's throughout the PY with a total of 41 OJT. For Training by Occupational Cluster, we are continuing to see a lot of Healthcare and Transportation services through CiTi Boces, Sage Trucking, St. Josephs, Crouse Medical, etc. We were able to provide a total of 94 services to various providers for Occupation Skills Training courses. Overall, PY22 was very successful.

**4. Customer Satisfaction Report – Fulton Office (Job Seekers) – Linda MacDougall**

We had 68 YTD responses that were overall excellent/good. During Q4 we did receive 1 fair response which was addressed. For the main purpose of the visit there was 31% YTD for Information, 27% YTD for Job Leads, 11% YTD for Computers, and 20% YTD for Training Information. Overall comments show customers are satisfied with our services and the level of service provided.

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

1 new request was received on the ETPL for New Camp Ink stationed in Washington State for an online learning class for software development. This is a non-credited course that is certificate only and is a self-pace learning program. OCWNY does not fund self-paced courses according to our policies therefore we would not be able to fund this course if someone came in asking for funding for it.

*Rachel asked for a motion. Eric Saunders made a motion to deny the request. Andrew Quinn seconded the motion. All in favor. The motion was carried. The request was denied.*

## 6. Directors Report- Rachel Pierce

OCWNY has been very busy wrapping up the PY. We submitted Local Plan Modifications on 7/7, closed out budgets, we are working on the Career Center Recertification to make sure we are in compliance with DOL standards, we sent through the Equal Opportunity Compliance. In August, Rachel will be meeting with Onondaga and Cayuga/Cortland Counties to go through the Regional Plan and make modifications (changed need to be made regarding the Board restructure and with the arrival of Micron). We sent out MOUs for the new Program Year to partners and the Overall MOU with all partners should be coming out soon. The County Budget will be due 9/1. At this time Rachel provided the committee with an update regarding the future of our department. OCWNY will be splitting from DSS and become the Department of Workforce Development and we will shift our concentration to WIOA programs and look to bring in other grant funding to allow us to focus on Workforce Development as a whole while still serving those on Public Assistance as needed. The goal is to be completely split from DSS by 1/1/24 which will result in changes to the PY23 WIOA Budget that was approved at the last Full Board meeting and the Training plan. Last week Rachel attended the Future Ready Workforce Innovation Consortium. During this event they had presentations from Micron individuals and then split into smaller workgroups to wrap their heads around what programs already exist in the area, and what is still needed. We hope to have a list from Micron soon about what skill sets they are looking for in new hires so that we can share with local manufacturing companies to see how it can align with current initiatives. Rachel mentioned that she would like to replicate the Pathways to Apprenticeships program that Onondaga County does which would allow cohorts of individuals who are interested in joining a union to take a 11 week minimum wage paid course learning about the different unions and what each has to offer and then provides them with assistance in applying for their union of choice, and then at the end of the program they are given tools and work boots to help them get started. This program has proven to be very successful in Onondaga County, and Kristi shared that the Instructor Bootcamp initiative that SUNY Oswego is running may be beneficial to the unions.

## 7. Roundtable Update – All

**Patrick Harrington-** Breaking ground next month on the Training center which will allow them to expand their capacity. This year they took in 55 apprentices but with the updates to the center they will be able to double that number.

**Eric Saunders-** They are in the process of reopening their facility in Oswego which will give them 4 training centers (Gouverneur, Ithaca, Syracuse, and Oswego), but they will need more teachers. They are looking to rebuild their training model

**All-** Superintendents have been pushing the State for dedicated funding for PTech. The County is in support of the program but lack the ability to fund it further than one year. This program is essential for the County and if we can push the State and State Education departments for funding then we may be able to make something happen. We need to use Micron to our advantage while doing this as well.

**Brian Heffron-**Brian was not in attendance but shared updates for CiTi Boces prior to the meeting. Brian has been appointed as Administrator of workforce Development and Community Relations for CiTi BOCES. CiTi BOCES has opening a brand-new Literacy Zone in Fulton and Pulaski offering a wide range of free services designed to help individuals succeed in education and lifelong learning. The Oswego County PTech program is offering a new pathway leading towards careers in Advanced Manufacturing partnering with Onondaga Community College to offer a Credential and AAS pathway in Electromechanical Technology. CiTi has opened a new program in Agricultural Studies as part of the Career Technical Education offerings during the upcoming 2023/2024 school year. Manufacturing Day will be held at CiTi BOCES on October 6<sup>th</sup>, 2023. Please contact Brian if interested in participating. Agriculture Day will be held on October 20<sup>th</sup> 2023. Projected enrollment for CTE programming is strong for the upcoming school year. PTech experienced a record number of applications. CiTi's Heavy Equipment program purchased two new track skid steers and a new 6-ton mini excavator for student training.

**Alissa Viscome-** Early College High School students will be doing orientation and will be on-site during August gaining exposure. They are still constantly recruiting and trying to relieve their reliance on Traveler staff. Nicole is ramping up her work with the youth with the upcoming start of the new school year. Alissa shared that Oswego Health has received a grant to purchase property to remove an existing vacant building in Fulton and expand their current healthcare campus and provide a community green space.

**Rachel Pierce-** shared that during the recent Business Development meeting Marq Brown had asked for #'s of how many Oswego County residents travel to Onondaga County for work. Rachel has received #'s but would like to look into them more. She also shared that her, Austin Wheelock, and Sara Broadwell have been in talks about hosting a "relocation event" for families who have recently relocated to the area to allow them to meet other new families & gain new networking opportunities.

**Linda MacDougall/Kim Sizemore-** have been communicating with Nicole Damboise about Oswego Health helping LPN students with the remainder of scholarships for the LPN class.

**At this time there were no further updates. Rachel Pierce asked for a motion to adjourn. Alissa Viscome made a motion to adjourn the meeting. Andrew Quinn seconded the motion. The motion was carried. The meeting was adjourned at 10:13 a.m. *The next meeting is scheduled for October 25, 2023 at 9:00 a.m. at Oswego County Workforce.***