

**Workforce Development Board of Oswego County  
Business Development Committee Meeting  
Wednesday, July 13, 2022  
Oswego County Workforce New York Career Center**

*“The Business Development Committee shall identify and monitor the business services provided through the system, oversee public relations about business services, convene focus groups and community roundtables for identifying future workforce needs as related to economic development, identify available funding and assist in grant writing for employer training needs, and produce the State of the Workforce Annual Report.”*

**Minutes**

Present: John Halleron, Rachel Pierce, Kim Sizemore, Alexis Cummins

The meeting was called to order at 9:07 a.m.

**1) Approval of Meeting Minutes from June 15, 2022**

Rachel Pierce called for a motion to approve the June 15, 2022, meeting minutes. John Halleron made a motion to approve the minutes. Kim Sizemore seconded the motion. The motion was carried.

**2) Business News/ Training Update – Kim Sizemore**

There were 14 new enrollments. Felix Schoeller has 3 completed OJTs & 3 active. Pathfinder Bank has 7 active OJTs. Upward Graphics has 1 completed OJT. Adult OJTs are 90% obligated, DW OJTs are 7% obligated, and Youth Paid Work Experience is 38% obligated. There are no customized trainings at this time. Metrix is available to all registered customers and mandated for work readiness training for Public Assistance recipients. There have been 3 Job Fairs and Hiring Events through Q4. Huhtamaki has held 8 pre-screenings with 54 participants. Novelis has held 6 pre-screenings with 55 participants, and 2 sessions of interviews for operators. There have been 71 jobs posted for 36 employers on the NYS Job Bank and shared on all Social Media platforms (some are new employers utilizing services). Business outreach has reached out to 14 businesses through this Quarter. 88 Oswego County Businesses were served this quarter with various services provided.

CDL-B Training Class- OCWNY worked with Oswego County Mobility Management and CiTi BOCES to help fulfill the current need for school bus drivers. 7 students were funded for the CDL B with passenger endorsement training which started July 6<sup>th</sup>. Students were interviewed and hired by Oswego City and Hannibal School Districts upon successful completion of the program

Summer Youth Employment Program 2022 is set to run July 11 - August 19. We are serving approximately 152 youth this year with meaningful work experience in various fields.

Metrix pre-employment assessment testing is now being utilized by Novelis and First Choice and is being administered by our staff.

EMT Training- OCWNY is collaborating with Menter Ambulance and Emergency Management Office regarding Menter’s EMT training to begin 9/21/22, for a total of 9 weeks. OCWNY will be administering aptitude testing using Metrix assessment tests to potential candidates. OJTs are being considered for qualifying candidates who will be paid during their training period. Supportive services

will also be considered for required items not included in the training. Program will accept roughly 12 students.

**3) Directors Report–** Rachel Pierce

Working on transition from Chena to Rachel. PY 21 Financial Audit starting in August, will receive more information on that by the end of July.

**4) Roundtable Update – All**

**John Halleron –** John will be offering 1 more class in September that will run for 7 business days. Biggest issues he faces is having trouble verifying funding with students after the class is over. Plans for the future after his retirement are unclear at the moment

Rachel Pierce asked for a motion to adjourn. John Halleron made a motion to adjourn. Kim Sizemore seconded the motion. The motion was carried. The meeting was adjourned at 9:24 a.m.

**Next Meeting:** October 12, 2022, at 9:00 a.m. **Location:** One Stop Center Conference Room 2A, 200 N. 2<sup>nd</sup> Street, Fulton, NY 13069.