

**Workforce Development Board of Oswego County  
Special Executive Committee Meeting  
Monday, August 29, 2022  
Via Microsoft Teams Video Conferencing**

*'The Executive Committee shall review, approve and take action as appropriate with regard to the WIA program; review, approve and take action as appropriate with regards to its finances, recommend designation of One Stop System Operator, foster communication and coordination between committees, revise the by-laws, as required, evaluate committee and CEO performance, oversee public relations for the Board, and other responsibilities as designated by the Board.'*

## **Minutes**

**Present:** Mike Treadwell, Greg Hilton, Rachel Pierce, Brian Chetney, Keiko Kimura, Marq Brown, Eric Behling Kim Sizemore, Alexis Cummins

1. **Call the Meeting to Order-** Rachel Pierce called the meeting to order at 1:04 p.m.
2. **ETPL Approval List– Kim Sizemore**
  - Kim went over the ETPL Approval list as there were a few time sensitive items that needed to be approved.
    - NTTS- requesting a course edit- combining all itemized costs into the Tuition cost
    - Oswego County EMO/EMS- requesting a title change to put the location at the end and the cost has changed from \$0.00 to \$240.00 total (Books- \$200, ?? \$40
    - Also asking for a title change for EMT @ Menters location (no charge)
  - We also had a few Outside Provider Approvals to be voted on
    - OpenClassrooms (requested of all workforce areas)- a national apprenticeship- online platform- all courses cost \$15,000.00 for 52 weeks. Courses include: Application developer, Data analyst, Digital marketer, Help desk technician
    - QualCode Inc (requested of all workforce areas)- CPC Medical Coding Program-online training w/ live instruction- cost \$3,880.00 for 150 hours. Receive credential at the end- certified professional coder (test is required to receive)
    - Southeast Lineman Training Center located in Georgia (requested of all workforce areas Oswego, Rockland and Columbia-Greene Counties)- Electrical Line worker Program, training on site, 15 weeks for 500 hours, total cost is \$18,995.00
  - Another Course Offering and another Outside Provider Approval was submitted after the meeting was scheduled. Kim went over these as well
    - CCC – geometric dimensioning and tolerancing course- complete certificate is received, for beginner skill level- 4 weeks long, 20 hours total, \$250.00 per person. A company in Fulton is interested in sending several employees to this training. Similar to Blueprint reading.
    - Southeast Lineman Training center- Course offering for Electrical Line worker 15 week training program, 500 hours of instruction, Certificate of completion at the end (need the outside approval and the course offering approval
  - Discussion was had on what approving these items may mean. By allowing these providers to get onto the ETPL, it would allow the Workforce to potentially fund participants who are looking to participate in any of these trainings.
  - Marq called for a Motion to Approve all items on the Approval List EXCEPT for CCC's Geometric dimensioning and Tolerancing Course. Greg Hilton made a motion to approve. Brian Chetney 2<sup>nd</sup> the Motion. All were in favor. The motion was carried.
  - Marq called for a motion to approve CCC's Geometric Dimensioning and Tolerancing Course. Greg Hilton made a motion to approve. Brian Chetney 2<sup>nd</sup> the motion. Keiko Kimura abstained from voting due to a conflict of interest. The rest were in favor & the motion was carried.
3. **Adjourn:**

There were no further updates at this time. The meeting was adjourned at 1:20 p.m. The next meeting date is December 21, 2022, at 9:00 a.m. Location: OCWNY, 200 N. 2<sup>nd</sup> Street, Fulton, NY 13069.