

# Workforce Development Board of Columbia & Greene Counties

MISSION: The C-G WDB will provide leadership, influence, focus and oversight for the local workforce development system. *Strategies to Achieve Vision and Mission:*

- Promote collaboration between economic development, education and training resources
- Measure system performance for quality improvement
- Promote the system with the public

## Meeting Notes

**October 18, 2022 @ 4:30 p.m. @ CGCC PAC Room 614 with virtual option**

Meeting minutes will be posted to [www.columbiagreeworks.org](http://www.columbiagreeworks.org).

### WELCOME

Vice Chair, John Rutkey

The meeting opened at 4:34 with roll call.

**Present:** Chair Mike Veeder\*, Laura Becker\*, Scott Brazie\*, Patrick Brown, Jackie Fitzgerald\*, Jessica Gabriels (appt pending), James Hannahs, Chris Nardone, Kathy Nelson\*, Ann Marie O'Hanlon, Florence Ohle\*, John Rutkey\*, Brya Scali, Susan Sommers Evans, Lisa Thomas\* and Deb Tuttle\* \* = Zoom

Consultant: Katy Drake

**Guests:** Summer Youth Participants & their families, Kevin Alexander/NYSDOL, Rebecca Preusser (WIO- Youth Services), Holly Wanek (WIO), Joseph Menz (ACCES-VR) and Danielle Palleschi (WIO-Disability Resource Navigator)

**Excused:** Jamie Budai, Mark Fingar, Silvee June, Maryanne Lee, Aimee Skiff, Michael Torchia, Michele Troy-Ryder, Ron Valentine, Kristina Vaselewsk and Joe Wolodkevich

New members James Hannahs/Greene Economic Development, Tourism and Planning, Michele Troy- Ryder/Columbia DSS and Jessica Gabriels/Columbia Economic Development (appt. pending) were welcomed.

With 15 Board members in attendance, a quorum was not available.

### ACCEPTANCE OF MINUTES

John Rutkey, Vice Chair

The acceptance of minutes will be moved to the next meeting when a quorum is available.

### MEMBERSHIP-Board Update

Katy Drake, WDB Director

- Appointment for Ms. Stephanie Schleuderer/Greene Department of Human Services is scheduled for December.
- One Columbia County Business Representative is in recruitment.
- One Greene Business Representative is in recruitment. One appointment pending.

### Summer Youth Employment Program, Rebecca Preusser & SYEP Participants

Four summer youth participants, supported by family members, spoke to the Workforce Board members about their 2022 work experience. Youth and their families, expressed appreciation for the confidence and skills this program helped the youth develop while working though the SYEP. Rebecca was commended for the energy and dedication she brings to all youth services.

# Workforce Development Board of Columbia & Greene Counties

## **Kevin Alexander, NYSDOL Labor Analyst**

Kevin shared a Labor Market Briefing directed at Columbia Greene Counties with the Board. Kevin's presentation is available by request. For labor market information or resources, Kevin can be reached at:

**Kevin Alexander**/Labor Market Analyst

**New York State Department of Labor | Division of Research & Statistics**

155 Washington Avenue, 3<sup>rd</sup> Floor, Albany NY 12210

Office: 518-242-8245 | [kevin.alexander@labor.ny.gov](mailto:kevin.alexander@labor.ny.gov)

As a quorum was not available at the meeting, the below policies were discussed but not voted on. The policies will be added to the January agenda for vote.

## **POLICY UPDATE**

Chris Nardone, Center Director

- **601.1 Youth Designation of 14 Program Elements for PY22 (Renewal)**, Chris
- **610 Youth Incentive Policy Update with \$5,000 annual cap, as funding allows, proposed by the Executive Committee**, Katy & Chris
- **900 Monitoring Policy** – Update & Executive Recommendations of adding sample size
- **Authorization for the Transfer of Funds (Annual)**, Chris

\*Following the Board meeting, the Executive Committee temporarily approved the policies until the Board can vote in January.

## **COMPLIANCE UPDATE**

Katy Drake, WDB Director

- Columbia Greene MOU- Approved Submission- April 5, 2021. Pending in State Legal
- One Stop Procurement- Completed with all required documents signed and submitted to NYSDOL.
- One Stop Career Center Re-Certification Review scheduled for November 16<sup>th</sup> WIOA Partners Meeting. The Recertification document will be shared for the January Board meeting.

## **WORKFORCE OFFICE-Board Update**

Chris Nardone, WIO Director

- A review of services was provided.
- The work in technology and security was shared as Chris discussed the Workforce Office's efforts to be approved as GED Testing Site Update: As of December 4, 2022, the WIO received approval to serve as a test site. Additional requirements will need to be met, but a 2023 start is anticipated.
- The Status of Partnership with Families of Woodstock for Family Care Training Partnership with CGCC & WIO was shared. The Press Release was emailed to the Board and WIOA Partners.
- Budget Overview for PY22 (July 1, 2022- June 30, 2023)
- Monitoring Results from NYSDOL was shared—Well Done WIO!

**Local Business/Organization Updates**

**Board Members**

# Workforce Development Board of Columbia & Greene Counties

Board members shared efforts in the area of retention and recruitment of staff. Ann Marie shared that Taconic BioSciences has raised their starting wage to \$20/hour. The Board discussed other retention strategies such as 4-day work weeks. The next Workforce Roundtable will host a panel of local business representatives to discuss retention strategies.

## **Good and Welfare**

- **Skilling the Gap- Building Local Talent for In-demand Careers, Panel Discussion.**
  - Friday, October 21, 2022 8:30 a.m.– 1:00 p.m. @ Columbia Greene Community College.

The meeting adjourned at 5:52 p.m.

| <b>Columbia Greene Full Board Meeting Schedule- PY22</b>  |                                     |      |
|---|-------------------------------------|------|
| <b>Meetings are held at Columbia Greene Community College with an option to join via Zoom.</b>                |                                     |      |
| <b>Contact: <a href="mailto:Kathleen.drake@gmail.com">Kathleen.drake@gmail.com</a> for link &amp; agenda.</b> |                                     |      |
| January 17, 2023  | 4:30 pm                             | CGCC |
| April 18, 2023  | 4:30 pm                             | CGCC |
| July 18, 2023   | 9:30 am Note: Morning Breakfast Mtg | CGCC |

Contact Katy Drake @ [Kathleen.drake@gmail.com](mailto:Kathleen.drake@gmail.com) for a Zoom meeting link and meeting location.

## *Definitions*

*MOU- Memorandum of Understanding*

*NOA- Notice of Obligational Authority*

*FOTA- Fiscal Oversight and Technical Assistance*

*SED- State Education Department*

*WIOA- Workforce Innovation and Opportunity Act (2014)*

*OJT- On the Job Training*

*JSEC- Job Service Employer Committee*

*NYSDOL- New York State Dept of Labor*

*TET DWG- Trade and Economic Transition National Dislocated Worker Grant*

*S.T.E.M—Science, Technology, Engineering and Math*

*NWRC- National Work Readiness Credential*

*TANF- Temporary Assistance for Needy Families*

*UI- Unemployment Insurance*

*ITA- Individual Training Account*

*SYEP- Summer Youth Employment Program*

*GED- NYS High School Equivalency Exam return in 2022*

*CLEOs- Chief Local Elected Officials*

*OTDA- Office of Temporary and Disability Assistance*

*PY 22- Program Year beginning July 1, 2022-June 30, 2023*

*PY 23- Program Year beginning July 1, 2023-June 30, 2024*

*NEG- National Emergency Grant*

*WARN ACT- The Worker Adjustment and Retraining Notification Act*

*TAA- Trade Adjustment Assistance*

*REA- Re-employment and Eligibility Assessment*

*DRN- Disability Resource Navigator – 3 year grant starting in 2022*