

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

April 18, 2023 @ 4:30 p.m. @ CGCC PAC Room 614 with virtual option

Meeting minutes will be posted to www.columbiagreennetworks.org.

WELCOME

Chair, Mike Veeder

The meeting opened at 4:33 with roll call.

Present: Chair Mike Veeder, Laura Becker*, Scott Brazie*, Patrick Brown*, Jessica Gabriels, James Hannahs, Guy Hughes, Jr, Chris Nardone, Kathy Nelson, Ann Marie O’Hanlon*, Rachel Puckett, Vice Chair John Rutkey*, Stephanie Schleuderer, Michele Troy-Ryder*, Ron Valentine, Brya Scali*, Lisa Thomas and Joe Wolodkevich* * = Zoom Consultant: Katy Drake

Guests: Rebecca Preusser (WIO- Youth Services) and Danielle Palleschi (WIO – DRN)

Excused: Jamie Budai, Susan Sommers Evans, Jackie Fitzgerald, Mark Fingar, Maryanne Lee, Florence Ohle, Aimee Skiff, Michael Torchia, Deb Tuttle and Kristina Vaselewski

New member welcomed: Rachel Puckett/Mid- Hudson Cable has been officially appointed to the Board.

With 18 Board members in attendance, a quorum was available.

WELCOME

Mike Veeder, Chair

Roll Call

ACCEPTANCE OF MINUTES

Mike Veeder, Chair

Chris Nardone made a motion to accept the January 17, 2023 meeting notes as written. Kathy Nelson seconded the motion. The meeting notes were accepted with all in favor. Meeting notes are posted on the website.

MEMBERSHIP-Board Update

Katy Drake, WDB Director

- Welcome new member – Ms. Rachel Puckett/Mid-Hudson Cable
- Re-appointments for PY23 are in process with each county. *Update Greene set 4/25/23
- Two Business Representative for each county are in recruitment.
- Katy is working to have fill the vacancies before the new Director starts. Recruitment information was sent out across partner groups and the Workforce Roundtable.

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POLICY UPDATE

Katy Drake, WDB Director

- **Authorization for the Transfer of Funds for PY22 (DW to Adult), Chris**
 - Chris confirmed a request to transfer \$45,000 from Dislocated Worker (DW) to Adult funding lines. Current funding, as we approach the end of the program year, is at \$40,000 in Adult and \$130,000 in DW. This transfer of \$45,000 would allow WIO to continue writing ITAs under Adult funding, which is where most of our customers are being funded. This transfer does leave enough DW funding to support anyone that was dislocated. No customer will be declined service due to this transfer.
 - As this is the last full Board meeting for PY22, the Board suggested re-authorizing the Transfer of Funds policy for PY23 at the meeting. Rachel made a motion to carry the Transfer of Funds policy over for PY23 as annual authorization is required. Jessica seconded the motion. With all voting members in favor, with the WIO Director abstaining from the vote, the motion carried. The Authorization for the Transfer of Funds policy was approved for PY23. The Board will be notified of all transfers at the Board meeting following the action.

- **Vote: By-Law Update-** The Board received a draft of the bylaws via email on 3/28/23 for review. The only change at this time is replacing an attachment with the form NYSDOL uses to calculate membership compliance. James made a motion to accept the updated bylaws as proposed. Kathy seconded the motion. The motion carried with all in favor.
 - **A clean copy of the bylaws and the conflict of interest statement will be sent out to all members for sign off before the next meeting.**

WORKFORCE OFFICE-Board Update

Chris Nardone, WIO Director

- Service Overview
 - ❖ Chris reported that the March in-person Career/Job Fair was a success. The spring fair will be planned with the intent to connect high school students with summer jobs. Advance notice to school districts to arrange for transportation is an option if the fair is held during the school day.
 - ❖ Summer Youth Employment Program for 2023
 - Chris shared the SYEP Worksite agreements are in the process of being returned and youth applications for both counties are being sought.
 - Rebecca shared the newspaper photo of the Youth Clubhouses Harm Reduction Heroes – many of whom were SYEP youth.
 - ❖ GED Testing Site Update
 - A security device which is required from Pearson only is on order. Testing dates will be announced once all systems are set.
 - ❖ Update the Families of Woodstock for Family Care Training Partnership with CGCC & WIO
 - This successful partnership is in the second round of trainings. The first cohort resulted in 4 new certified childcare workers, potentially opening 12 childcare spots. The program is hoping to help train even more providers in round two starting in June. This initiative is assisting in bringing more childcare options to rural areas of our counties.

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- Chris provided a Budget Overview for PY22 (July 1, 2022- June 30, 2023) and a brief update on performance measures.
- Chris shared the exceptional news that a grant has been received for \$75,000 for CGCC to start up a LPN program. Congratulations to Chris Nardone and Amanda Karch for their work in getting this moving forward. The \$75,000 will allow for CGCC to hire a curriculum developer. The goal is to have a LPN class graduate by end of 2024.

Columbia Greene Consulting Workforce Board Director Contract for PY23, Katy & Chris

- Recruitment for a new Director is in process.

COMPLIANCE UPDATE

Katy Drake, WDB Director

- Columbia Greene MOU- Approved Submission- April 5, 2021. Pending in the State Legal Dept.
- One Stop Procurement- Completed with all required documents signed and submitted to NYSDOL.
- EEO Survey completed.
- The Local Plan review and update is required by June 30, 2023.
- The Regional Plan review and update is required by August 30, 2023..

Economic Development Updates, Jessica Gabriel & James Hannahs

Jessica and James provided Economic Development updates for both counties. Flyers were emailed to members on the following upcoming events/initiatives:

Wednesday, May 3rd 5:00 – 7:00 **Small Business Networking Night** sponsored by CEDC, the Columbia County Chamber of Commerce and Columbia County. The event will be held at the Iron & Grass Restaurant in Hudson- registration is required- columbiachamber-ny.com.

Information on the **MULTI Grant program for Greene County Micro-Enterprise Assistance** was shared with the Board at the meeting and in a follow up email. Currently, prequalified applicants are being prepared for an upcoming entrepreneurial training session, which is a program requirement. The program starts in June and interested applicants can register to pre-qualify through the website- greenecountyedc.com.

Local Business/Organization Updates

Board Members

Good and Welfare

Columbia-Greene Workforce Disability Employment Summit,

May 18th 8:00 a.m. – 4:00 p.m. at CGCC.

Contact Danielle Palleschi at Danielle.palleschi@sunycgcc.edu for more information.

Next Board Meeting: July 18, 2023 at Columbia Greene Community College with Zoom Option

Please note: 9:30 a.m. Morning Meeting

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 – grant starting in 2022