

Workforce Development Board of Columbia & Greene Counties

Minutes for October 10, 2017 5:30 p.m.

Columbia Greene Community College

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

Chair Terri Drobner called the meeting to order at 5:36. Members and guests were welcomed.

Present: Frank Alguire, Debra Armstrong, Barbara Arisohn, Lindsay Arp, Terri Drobner, Tony Jones, Ann Luby, Kathryn Nelson, Kathy Roop, Joshua Taylor, Lisa Thomas, Deb Tuttle, Jane Wais, Terry McGee Ward and M. A. Wiltse.

Consultant: Katy Drake

Excused: Carolyn Dongara, Mark Fingar, Chris Foster, Myra Garcia, Mary Gerlach, Maryanne Lee, David Lester, Florence Ohle, Mary Prazma, Joe Sacchetti, Cindy Tipple, Michael Torchia, Mike Veeder and Joe Wolodkevich

Guests: Nancy Bell (NYSDOL), Maureen Boutin (Workforce Office), Susan Gallagher (NYSDOL/DEWS Manager), Ross Kerska (The Pines @ Catskill) and Gerri Malone (ACCES-VR).

With 15 out of 31 members in attendance, a quorum was not available.

STATUS OF VACANCIES

Recruitment is in process for a Columbia County business representative in the area of tourism and hospitality. An appointment, representing Columbia Memorial Health, is scheduled for November. Recruitment is also in process for a Columbia County Community Based Organization. Thanks was extended to Tony Jones for his recommendations and connections regarding Columbia County business representation.

ACCEPTANCE OF MINUTES

MA Wiltse made a motion to accept the board meeting minutes for July 18, 2017. Frank Alguire seconded the motion. However, due to the lack of quorum, the vote to accept the minutes will need to occur at the next meeting.

CORRESPONDENCE

Secretary Frank Alguire made the following correspondence available for member review:

Letters Sent:

August 16, 2017 Letter of support for the Community College Workforce Development Training Program for Hudson Valley

August 16, 2017 Quarterly report to Greene Legislature and Board of Supervisors

August 16, 2017 Letter to the Chairmen regarding Columbia Greene WIOA MOU

Signature and return of the Reemployment Services and Eligibility Assessment (RESEA) Program Partnership Agreement

Letters Received:

August 23, 2017 Letter from Jamie Sipowicz/OTDA regarding the Summer Youth Employment Program (SYEP) review

September 18, 2017 Letter from Dawn Bucci/Workforce Office @ CGCC to Dr. Ronel Cook, Catskill Superintendent regarding Catskill Youth Contract

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September 20, 2017 Letter from Dawn Bucci/Workforce Office @ CGCC to Mr. Jim Dennis, Berkshire Union Free School District regarding PY16 Youth Contract

COMMITTEE MEETINGS

Committee reports were distributed prior to the meeting and reviewed by committee Chairs at the meeting. Committee reports are attached to the minutes for reference.

ONE STOP DIRECTOR'S REPORT

MA Wiltse reviewed the Columbia Greene One Stop Center Participation Report for the first quarter of PY17. Career Services (formerly Core and Intensive Services under WIA) were outlined and compared to last year's service numbers; enrollment numbers are down significantly, as well as the use of services. Additional information in the Participation Report included: Skill Development and Training Services, Unemployment Rates, and Marketing & Outreach Efforts. The Quarterly Local Job Bank Activities were not available again this quarter. It was noted that Questar III Adult Education classes (TASC), held at the Career Center, have ten students enrolled; eight of which are new during the last quarter.

The Capital Region LWDA Performance Indicator Goals for PY17 were shared with the Board. The Career Services Committee will be reviewing performance at their quarterly meetings.

Budget

The Youth Council brings before the Board a motion to authorize the Workforce Office to make any and all budget modifications in order to transfer the unallocated funding to the grant recipient in order to further meet the three program elements. (See Youth Council Committee Report for specifics on funding and program elements). As a quorum was not available, the motion will carry over for vote at the next meeting.

OLD BUSINESS

One Stop Operator Procurement and MOU under WIOA

Part One of the MOU, the Service Delivery component, is still in the signature process. One set of signatures is still outstanding. Katy is following up and once all signatures are received, the partners will all be sent a fully executed copy of Part One of the CG MOU.

MA Wiltse discussed Part Two of the MOU- Infrastructure costs. It is believed that only the partners who are physically located at the center will have to participate in the Infrastructure Cost section of the MOU. Part Two is due for submission to NYSDOL for November 15, 2017 in hopes of being in approved and finalized by the January 1, 2018 due date. A status update was sent in to DOL for September 30th, as required.

NEW BUSINESS

Career Pathways Project

The Board further discussed the Career Pathways project, which was addressed in all the quarterly committee meetings. Information on the project can be found in the committee reports.

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Local Planning under WIOA

The Title II planning piece of the Local Plan and the updated In Demand Occupation list were both submitted on August 30th as required as part of the planning process. MA is currently working on the remaining part of the plan, which is due November 30, 2017, following a posting period. The Board will be notified when the plan is complete for review and comment. The Regional Plan will then be due at the end of January 2018. Both the regional and local plan will need to be reviewed every two years thereafter.

Economic Development Updates

Frank Alguire, Greene County Economic Development, Tourism and Planning, shared some information on current economic development projects, including Westkill Brewing, The Nordic House- a hotel in Windham and a German Restaurant opening in Hunter. A large general store opening in Lexington was also discussed.

Both counties acknowledged the local brewery and distillery growth, with the announcement of the Chamber's Beverage Trail event on November 4th shared.

Tony Jones, Columbia County Economic Development, shared information on a pilot leadership program offered to High School Juniors in partnership with the Columbia County Chamber over the summer.

The successful award of \$10,000,000 award for the Governor's Downtown Revitalization Initiative for Hudson was discussed. The initiative focuses on the Bridge District, which encompasses 2nd Street South to the Waterfront. Tony will be serving on the planning committee which will start meeting in late October. A planning firm has been hired to assist with the project, which will be rolled out over a long period of time. Affordable housing/workforce housing is an area the will be looked at during the planning.

GOOD AND WELFARE

Best wishes to Barbara Arisohn on her upcoming retirement! Welcome, Gerri Malone, who will be representing ACCES-VR on the Board as appointments are finalized.

The meeting adjourned at 6:40 p.m.

PY 17 Full Board Meeting Schedule	
Tuesday, January 16, 2018	5:30 p.m.
Tuesday, April 17, 2018	5:30 p.m.
Tuesday, July 17, 2018	5:30 p.m.