

Workforce Development Board of Columbia and Greene Counties

Workforce Development Board Meeting-November 19th, 2024, 4:30 pm

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

Welcome: John Rutkey, Chair

The meeting opened at 4:30 pm with roll call

Present: Blake Garrison, Brya Scali (virtual), Florence Lorenz (virtual), James Hannahs, Jamie Budai, Jessica Gabriel (virtual), John Rutkey, Kathy Nelson, Laura Becker (virtual), Lisa Thomas (virtual), Michael Torchia, Mike Veeder (virtual), Nicole Frisbee (virtual), Patrick Brown (virtual), Peggy Moon, Rachel Puckett, Scott Brazie (virtual), Susan Sommer Evens (virtual)

Excused: Aimee Skiff, Arica Cooper, Joe Wolodeveich, Mark Fingar, Michele Troy-Ryder

With 18 Board Members in attendance, but 10 virtually attending and 8 in person, a quorum was not available.

Introduction of guests: Emma Cohen, Commissioner's Capital Region Representative, NYSDOL, Dr. Victoria Walsh, Provost and Vice President of Academic and Student Affairs, Columbia Greene Community College.

John Rutkey discussed changes to NYS open meeting laws. These changes do not allow virtual attendance to count towards a voting quorum. In order for virtual attendees to vote, there must be a physical quorum in the room. Due to this requirement, there will be a change in structure and time for the Columbia-Greene WDB meetings starting in 2025. All meetings will be held in person only and will be at 8:30 am. John Rutkey and Amanda Karch will be reaching out to all Board members individually to gauge their ability to continue to service on the WDB within this new structure. Amanda will also send out an updated meeting schedule for 2025, with 6 meetings instead of 5.

John Rutkey and Amanda Karch spoke about the Workforce Development Board training event held on November 5th and 6th with presentations made by Brad Turner-Little, CEO of the National Association of Workforce Boards (NAWB), Chris Nardone, Executive Director of the New York State Association of Training and Employment Professionals (NYATEP), Brian Williams, Executive Director of the Capital Region Workforce Development Board, and Amanda Karch. This two day training started with an event open to all partners of the WD system, and focused on the shared aspirations of the system and partners and how to leverage WIOA regulations to achieve these. A presentation on WIOA legislation was provided and collaborative conversation to develop action items took place. Day 2 was training specific to Workforce Development Boards and members of both

Columbia-Greene and the Capital Region attended. The overall reception to both days was positive and inspiring and we look forward to scheduling a follow up training after the start of the year to continue the conversation.

An announcement was made that Rebecca Preusser has been appointed as the Interim Director of the Columbia-Greene Workforce NY Career Center.

Rebecca Preusser updated the Board that the Career Center was working through the transition well, focusing on customer service and operating “business as usual”.

Amanda Karch gave an update that Columbia Greene LWDA received the Notice of Obligational Authority (NOA) for PY24 which represents the balance of funding available for PY24 and is available for use through June 30, 2026.

A resolution will be presented to modify the budget for PY24. To align with the other local areas, and due to the Executive Director of the WDB changing Employer of Record, it is necessary for the budget to be broken into two parts. Total funds were reviewed and the WDB created a separate budget for operations. The remainder of the funds will be budgeted by the One-Stop Career Center for all Center operations. Moving forward, the annual budget for the CG LWDA will be prepared in this way. The One-Stop operator will be in charge of creating the budget for the Career Center based on total funds given by the WDB. Due to the lack of quorum, this resolution could not be put to vote at this full board meeting.

A resolution will also be presented to amend the CG WDB Bylaws to modify the structure of the Executive Committee. The current by-laws are restrictive in that some required members cannot vote or participate in many conversations due to Conflict of Interest. A proposal to amend the By-Laws to create a more general membership criteria was presented. Due to the lack of quorum, this resolution could not be put to vote at this full board meeting.

John Rutkey and Amanda Karch gave review of resolutions waiting for vote, (Can Code Communities and Reentry Contract, 14 Youth Elements). John reiterated that this also drives the need for a changed time and format for WDB meetings to ensure a quorum. He and Amanda will be connecting with individual Board members to determine if this change will fit into their schedules and to determine participation on the CG WDB moving forward.

Amanda Karch updated the WDB that the Fiscal Review Audit for PY23 is starting and should be completed by early December. She will update the WDB on that outcome in January.

John Rutkey and Amanda Karch discussed that Greene County is working through the process to take the Employer of Record for the Executive Director of the Columbia-Greene Workforce Development Board. The WDB was contacted by CGCC to say that they do not wish to continue the agreement and they gave the required 60 day notice. Greene County asked for an extension

to December 31st, 2024 so they can work through the formal process effectively. CGCC agreed to this extension.

Amanda Karch reminded all Board members that they must sign and submit the WDB Conflict of Interest Statement if they have not done so.

Next Meeting—January 31st at 8:30 am.

Meeting Ended 5:32 pm