

# 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 16th, 2024 @ 4:30 p.m. @ CGCC PAC Room 614 with virtual option**

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

## WELCOME

Chair, Mike Veeder/Chris Nardone

The meeting opened at 4:30 with roll call.

**Present:** Scott Brazie\*, Patrick Brown\*, James Hannahs\*, Ann Marie O'Hanlon\*, Vice Chair John Rutkey\*, Stephanie Schleuderer, Brya Scali\*, Jamie Budai, Jackie Fitzgerald, Blake Garrison, Peggy Moon, Aimee Skiff, Amanda Karch, Arica Cooper, Nicole Bliss, Joe Wolodkevich, Florence Lorenz

\* = Zoom

**Guests:** Patrick Corrigan

**Excused:** Chair Mike Veeder, Susan Sommers Evans, Laura Becker, Aimee Skiff, Deb Tuttle, Michele Troy-Ryder, Kristina Vaselewski, Guy Hughes Jr., Jessica Gabrial, Kathy Nelson, Lisa Thomas, Jackie Fitzgerald, Mark Fingar, Micheal Torchia

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

## WELCOME

Mike Veeder, Chair/Chris Nardone

Roll Call

## ACCEPTANCE OF MINUTES

Mike Veeder, Chair/Chris Nardone

- **Vote to accept the minutes from the October 17<sup>th</sup> and February 6<sup>th</sup> meetings**

Motion: Jamie Budai Seconded by Florence Lorenz passed unanimously

## Resolutions

## Chris Nardone WDB Dir.

- Motion was made to have Columbia-Greene Community College act as the Employer of Record for Staff of the Board. At this point only the Executive Director is Staff of the Board.
  - Motion was made by John Rutkey Seconded by Florence Lorenz. James Hannahs Abstained and the motion was passed unanimously
- Motion was made to approve the signing of the lease for a WDB office t 344 Main St Catskill NY
  - Motion was made by Jamie Budai seconded by John Rutkey and passed unanimously.

# Workforce Development Board of Columbia & Greene Counties

## **POLICY UPDATE**

Chris Nardone Interim WDB Dir.

- Equipment policy
  - ❖ The updates to the equipment management policy were reviewed.
    - Items with a value greater than \$1000 will be tracked and inventoried
    - Center Director will be responsible for maintaining inventory tracking and will review and update annually.
    - Motion to accept changes made by Jamie Budai seconded by Blake Garrison and passed unanimously
  - ❖ Benefit advisement Policy stating that DRC may refer customers to Independent Living Center for benefit advisement if the number of customers in need of this service exceeds the capacity for DRC to provide it.
    - Motion to approve policy made by John Rutkey Seconded by Florence Lorenz and passed unanimously

## **Center Operations Update**

Amanda Karch, Center director

- HR roundtable-leveraging AI to increase employee productivity
  - ❖ Scheduled for March 2024
  - ❖ Will be open to businesses in Columbia and Greene Counties
- Job and Career Fairs
  - ❖ The WDB was asked for input on the value of job fairs and if they thought Job Fairs were a valuable use of resources, or if there were better ways for the center to connect businesses with job seekers
    - Jaimie Budai said her organization attends but rarely if ever find employees from Job Fairs
    - Racheal Puckett said she no longer attends Job Fairs because there is very little return on the investment,
  - ❖ The Board agreed that Job fairs don't have the value they once did and there are better uses for resources
- 2<sup>nd</sup> Annual Disability Employment Summit
  - ❖ May 23<sup>rd</sup> 2024 there will be a Disability Employment Summit to bring together Disability Service and Workforce Development professionals and leaders to discuss How we can collectively increase access to employment for people experiencing disabilities
- Economic State of the Counties
  - ❖ On November 3<sup>rd</sup> this event featured Greene and Columbia EDCs and the WDB Director to talk to local business leaders about the state of the counties. The event was well attended with 60 attendees, a follow up will be scheduled in the spring to maintain momentum

## **WORKFORCE OFFICE-Board Update**

Chris Nardone, WDB Director

- Budget Report
  - Draft budget summary was reviewed for PY24 with explanations about funding streams and anticipated new funding
- Business advisory committee
  - In an effort to better serve businesses and ensure training and services are targeted to business needs a business advisory committee will be assembled. Businesses from both

# **Workforce Development Board of Columbia & Greene Counties**

counties will be asked to engage in conversation and advise to the board and the center on the types of credentials and the needs of the business community

- Apprenticeships
  - The board has offered to support Community Action of Greene County with starting an apprenticeship program
- Recovery Friendly Workplaces
  - The CGWDB has partnered with Healthy Capital District to provide CRPA training to increase capacity and support businesses in becoming recovery ready workplaces
- Greene County Office
  - The Board will open an office in Catskill to support Greene County residents in their communities and keep people from having to drive to Columbia County for some services.

## **COMPLIANCE UPDATE**

Chris Nardone Interim WDB Dir.

- Columbia Greene MOU- The MOU has been approved by NYSDOL and will be moving forward with signatures in the near future.

**Local Business/Organization Updates**

Board Members

**Good and Welfare**

**Next Board Meeting: July 16<sup>th</sup> 2024 at Columbia Greene Community College with Zoom Option**

## *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