

# 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 17, 2023 @ 4:30 p.m. @ CGCC PAC Room 614 with virtual option**

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

## WELCOME

Chair, Mike Veeder/Chris Nardone

The meeting opened at 4:34 with roll call.

**Present:** Chair Mike Veeder, 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, Ron Valentine, Brya Scali\*, Lisa Thomas, Joe Wolodkevich, Jackie Fitzgerald\*, Mark Finger\*, Florence Ohle, Michael Torchia, Jamie Budai,

\* = Zoom

**Guests:** Rebecca Preusser (WIO- Youth Services), Danielle Palleschi (WIO – DRC), Jeanette O'Neil (WIO- Adult and DW Services), Holly Wanek (WIO), Amanda Karch (CGCC- CE-PD)

**Excused:** Susan Sommers Evans, Laura Becker, Aimee Skiff, Deb Tuttle, Michele Troy-Ryder and Kristina Vaselewski

New member welcomed: Nicole Bliss, Peggy Moon, Blake Garrison, and Arica Cooper have been officially appointed to the Board.

With 24 Board members in attendance, a quorum was available.

## WELCOME

Mike Veeder, Chair/Chris Nardone

Roll Call

## ACCEPTANCE OF MINUTES

Mike Veeder, Chair/Chris Nardone

Rachel Puckett made a motion to accept the April 18<sup>th</sup> 2023 meeting notes as written. Jamie Budai seconded the motion. The meeting notes were accepted with all in favor. Meeting notes are posted on the website.

## WDB Director Recruitment Update

Chris Nardone Interim WDB Dir.

- Cris Nardone reviewed the recommendation of the Executive Committee that the WDB Director Position be shifted to a full-time position, and that the Interim Director be appointed to the full-time position. There was discussion around the process and

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procedure of this transition and how the position would be handled moving forward. It was decided an employer of record would be the most sustainable way to ensure future succession planning would be effective, after the difficulty in filling a part time contract position. 3 resolutions were made.

- Resolution 1
  - The WDB Director Position will change from a part time contract position to a full time position
    - Motion made by Florence Ohle, seconded by Jamie Budai, passed by unanimous decision with James Hannahs, Jessica Gabriel, Chris Nardone, and Patrick Brown Abstaining.
- Resolution 2
  - Interim WDB Director Chris Nardone be appointed to the full time WDB Director.
    - Motion made by Florence Ohle, seconded by Jamie Budai, passed by unanimous decision with James Hannahs, Jessica Gabriel, Chris Nardone, and Patrick Brown Abstaining.
- Resolution 3
  - Exploration for an employer of record for the full time WDB Director position will begin with initial conversations to be had with Greene County.
    - Motion made by Florence Ohle, seconded by Jamie Budai, passed by unanimous decision with James Hannahs, Jessica Gabriel, Chris Nardone, and Patrick Brown Abstaining.

## **MEMBERSHIP-Board Update**

Chris Nardone Interim WDB Dir.

- Welcome new members –
  - ❖ Ms. Peggy Moon, PGS Millwork, Inc
  - ❖ Ms. Nicole Bliss, National Bank of Coxsackie
  - ❖ Mr. Blake Garrison, Garrison Fire and Rescue (appt pending)
  - ❖ Ms. Aricia Cooper, Arica's Insurance (appt pending)
- One Business Representative for Columbia county is in recruitment.

## **POLICY UPDATE**

Chris Nardone Interim WDB Dir.

- **Columbia Greene WDB In-Demand Occupation List**
  - Motion to approve the reviewed in demand occupation list made by Mark Finger, seconded by James Hannahs, passed by unanimous decision
- **Columbia Greene Self-Sufficiency Policy**
  - Motion to approve reviewed Self Sufficiency Policy made by Stephanie Schleuderer, seconded by Blake Garrison, passed by unanimous decision
- **PY23 Designation of Youth Services**
  - Motion to approve designation of youth services made by Florence Ohle, seconded by Jamie Budai, passed by unanimous decision.
- **Columbia-Greene Priority of Service**
  - Motion to approve updated policy made by Mark Finger, second Micheal Torchia, unanimously approved.

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## **WORKFORCE OFFICE-Board Update**

Chris Nardone, WIO Director

- Service Overview
  - ❖ Chris reported that the September in-person Career/Job Fair was a success. Career Fairs may transition to twice a year rather than quarterly as the number of job seekers has dropped over the past few quarters.
  - ❖ Summer Youth Employment Program for 2023
    - Rebecca shared the success of the SYEP and the YES program
  - ❖ GED Testing Site Update
    - The WIO had to re apply to become testing center due to technical issues at CGCC preventing the installation of software
  - ❖ 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.
- Chris provided a Budget Overview for PY23 (July 1, 2023- June 30, 2024) and a brief update on performance measures.
  - ❖ The bulk of the PY 23 allocation has not been received yet and is expected in November, a better report will be provided at the January meeting

## **COMPLIANCE UPDATE**

Chris Nardone Interim WDB Dir.

- 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 Submitted to NYSDOL
- The Regional Plan review and submitted to NYSDOL

## **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:

## **Local Business/Organization Updates**

Board Members

## **Good and Welfare**

# Workforce Development Board of Columbia & Greene Counties

Next Board Meeting: January 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