



# LOCAL PLAN

FOR OSWEGO COUNTY WORKFORCE NEW YORK

JULY 1, 2012 - JUNE 30, 2013

**Table of Contents**

Labor Market Overview..... 3  
Performance ..... 5  
Planned Services and Expenditures ..... 6  
    Adult and Dislocated Workers ..... 6  
    Youth..... 8  
    Staff Information..... 9  
Procurement ..... 9  
Waivers ..... 9  
Local Workforce Investment Board Membership ..... 10  
Contracts, MOUs, and Appendices..... 11  
    TABLE 1: Performance Indicators..... 11  
ATTACHMENT A: SIGNATURE OF LOCAL BOARD CHAIR ..... 13  
ATTACHMENT B: SIGNATURE OF CHIEF ELECTED OFFICIAL ..... 14  
ATTACHMENT C: SIGNATURE OF WIB DIRECTOR..... 15  
ATTACHMENT D: UNITS OF LOCAL GOVERNMENT..... 16  
ATTACHMENT E: FISCAL AGENT/GRANT SUBRECIPIENT ..... 17  
ATTACHMENT F: FEDERAL AND STATE CERTIFICATIONS ..... 18

**The following attachments are provided separately:**

- ATTACHMENT B - EXTENDED VERSION: SIGNATURE OF CHIEF ELECTED OFFICIAL
- ATTACHMENT G: ONE STOP OPERATOR INFORMATION
- ATTACHMENT H: LIST OF ONE STOP CENTERS
- ATTACHMENT I: BUDGET
- ATTACHMENT J: SERVICE PROVIDERS
- ATTACHMENT K: LIST OF LWIB MEMBERS

## Labor Market Overview

WIA §118 (b) The local plan shall include - (1) an identification of—

- (A) the workforce investment needs of businesses, jobseekers, and workers in the local area;
- (B) the current and projected employment opportunities in the local area; and
- (C) the job skills necessary to obtain such employment opportunities;

1. Based on consultation with your Labor Market Analyst and a review of your Regional Economic Development Council's (REDC) Five-Year Strategic Plan, describe the current and projected employment opportunities in your local area and region. Provide a priority ranked list of the local area's demand occupations for PY 2012 that includes O\*NET codes and job titles.

The current and projected employment opportunities in Oswego County and the Central New York region span many areas. Based on projections provided by the New York State Department of Labor, a review of the Workforce Board's targeted industries, and the Regional Economic Development Council's Strategic Plan, employment opportunities are anticipated for the following occupations: Professional, Scientific and Technical Services; Clean Energy and Environmental Systems; Financial Services; Agribusiness and Food Processing; Advanced Manufacturing; Administrative and Supportive Services; Social Assistance Programs; Food and Beverage; Healthcare; Biomedical and BioSciences; Ambulatory Health Care; Food Service; Personal/Home Care; Dental Care; Advanced Manufacturing; Electrical/Electronics; Energy; Engineering; Construction Trades; Computer Network, Data and Communication Systems; and Hospitality/Tourism.

A priority ranked list of demand occupations for Oswego County is attached. The list includes ONET codes and job titles, and is categorized by high, medium and lower demand. When searching using a bona fide job search engine, Oswego County will also consider any occupation yielding three or more current openings in the region to be a demand occupation.

2. Explain how your demand list was shaped. Describe the data source(s) used to develop/support your demand list.

The demand occupation list was shaped by consulting with the Regional Occupational Analyst to identify occupations anticipated to be in demand in the local area and Central New York Region; a review of the demand areas identified in the Central New York Regional Economic Council's strategic plan; and feedback from the Regional and Local Business Services Teams who have regular contact with employers. Also considered was feedback from local employers (solicited through a formal survey and informal methods) regarding positions currently available and openings anticipated to be available. Finally, input was sought from front-line staff who access the job bank on a regular basis and are aware of the types of openings employers have available.

3. Identify the job skills/credentials that are needed to obtain such employment opportunities, and the education and training resources that exist in your area/region to assist individuals to obtain these skills. Training options such as on-the-job training, ITAs, customized training and contracted training should be discussed where relevant. If there are not sufficient training providers on the ETPL to meet articulated training needs, please describe the steps your area/region is taking in conjunction with business leaders and education and training providers to address this deficit.

The job skills/credentials that are needed to obtain the employment in the areas identified include degrees and certificates and certifications in areas including (but not limited to): Accounting/Bookkeeping; Office Administration; Human Resource Management; Microsoft Office; Engineering (all areas) ; Criminal Justice; Corrections; Security; Computer Information Systems; Computer Support Systems; Computer Analysts; Computer Programming; Network Administration; Construction; Customer Service; Social Work; Electrical/ Electronics, Environmental; Energy Systems; EMT; Medical Assisting; Medical Office; Billing and Coding; Transcription; Medical Records; Medical Technicians; Phlebotomy; Nurse Aide; Personal Care Aide; Home Health Aide; Patient Care; Pharmacy Technician; Dental Assistant; Dental Hygienist; Cooks; Food Preparation; Food Processing; Food Service; Packaging; Heavy Equipment Operation; Welding; Drafting; Plumbing; Carpentry; Millwright; HVAC; Machinists; Tool and Die; Maintenance Mechanic; CADD; CNC; Asbestos/Hazardous Material Removal; Transportation/Distribution ; Auto Mechanics; Nursing (CNA, LPN, RN, BSN); and Therapeutic Services (Occupational, Physical Speech).

The education and training resources that exist in Oswego County and the Central New York region for individuals to obtain these skills include a number of community colleges, colleges and universities; proprietary schools; the BOCES; and opportunities for on-line and distant learning available at the one Stop. Individual Training Accounts (ITA's) are available to job-seekers to attend training in demand occupations with providers on the New York State Eligible Training Provider list. On-the-Job training is used to provide job seekers needing immediate employment with the opportunity to learn skills while earning a pay check. On-the-job training also provides employers with subsidies to help businesses willing to train new employees offset the cost of training. Customized training is used to assist business to upgrade the skills of their current workforce to remain competitive in the labor market.

To address areas where training options are insufficient to meet local needs, the following actions are underway:

-The Workforce Board, through its affiliation with SUNY Oswego, is working with several local employers and the community colleges to develop two year degree programs in Energy and Engineering. Articulation agreements between the community colleges and SUNY Oswego are also in development, creating career ladders to four-year degrees, to address the longer-term needs of local employers.

-The One Stop/Workforce Board worked with a local employer and the community college to project the long-term need and research the requirements for the community college to add a Certified Occupational Therapy Assistant (COTA) program. Several openings for COTA's exist in the local area and region. Labor projections show that the need will continue to grow. However, the closest training providers offering the certification are three hours away at opposite ends of New York State (Albany and Jamestown). The community college is anticipated to make a decision on adding the program by late August.

-The One Stop/Workforce Board have connected local employers with training providers to address their needs. An employer struggling to find individuals with a background in electrical/electronics was connected with the local community college. The community college was able to modify an existing program to meet the employer needs. The employers identified existing employees who began the program in January 2012.

4. Describe any regional or sector-based training initiatives in which your local area is involved or is planning to be involved during PY 2012. Explain how these initiatives have influenced or shaped the demand occupation list provided under question 1.

The Workforce Board is committed to the goals established in the Regional Economic Development Council's (REDC) Strategic Plan. Many of the goals in the REDC's plan mirror those of the Workforce Board. The Board will continue efforts to work with local training providers (BOCES, community colleges, SUNY Oswego, etc.) to create training opportunities responsive to these identified needs, and to use the resources of the One Stop to train job seekers for these occupations. The demand occupation list for the local area reflects these goals.

## Performance

*WIA §118 (b) The local plan shall include - (3) a description of the local levels of performance negotiated with the Governor and chief elected official pursuant to section 136(c), to be used to measure the performance of the local area and to be used by the local board for measuring the performance of the local fiscal agent (where appropriate), eligible providers, and the one-stop delivery system, in the local area;*

Please complete Table 1 entitled "[Performance Indicators](#)" on page 7. In order to use the hyperlinks in the document, hold CTRL and click the link to go to the corresponding chart. To return to the question, hold CTRL and click on the chart title.

5. Has the local area achieved greater than 100% of any goals during PY11?

Yes  No

a. If so, please describe the goals that were exceeded.

Oswego County achieved greater than 100% on the following performance goals (based on PY2011 Q3 data; Q4 data has not yet been released):

Common Measures:

- Adult Entered Employment Rate
- Adult Average Earnings
- Dislocated Worker Entered Employment Rate
- Dislocated Worker Employment Retention Rate
- Youth Placement in Employment or Education
- Youth Literacy/Numeracy Gain

NYS System Improvement Indicators:

- Training w/IEP
- Initial Assessment/Reduce UI Exiters
- Serving Business Customers (50 & 100)
- NWRC

b. Please describe the policies or actions that led to the local area's success in these areas.

Policies or actions that led to Oswego County's success include:

- Communication of performance (federal and NYS) goals with all One Stop staff;
- Proper training of staff;
- Systems for monitoring, tracking and reporting data;
- Monthly/quarterly review of progress toward achievement of goals;
- Open dialogue (via staff meetings) on issues impacting goal attainment;
- Staff involvement in the development of corrective action/continuous improvement strategies;
- The development of services responsive to identified customer needs;

- The use of customer feedback (job-seeker, business) for improvement of services;
- Partnering/leveraging resources to expand and improve program services

c. Describe how the local area plans to continue its success.

Oswego County will continue the policies and actions that led to the area's initial success, while seeking out new opportunities for enhancement and continuous improvement of programs and services.

## Planned Services and Expenditures

### Adult and Dislocated Workers

*WIA §118 (b) The local plan shall include - (2) a description of the one-stop delivery system to be established or designated in the local area, including—*

- (A) a description of how the local board will ensure the continuous improvement of eligible providers of services through the system and ensure that such providers meet the employment needs of local employers and participants;*

*WIA §118 (b) The local plan shall include - (4) a description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area;*

Please complete the charts entitled “PY 2011 Training” and “PY 2012 Training Projection” located in the Budget spreadsheet (Attachment I). In addition, if you procure service providers to provide Adult and Dislocated Worker or Business services, complete the Adult/Dislocated Worker and Business Services worksheets in the Service Provider spreadsheet (Attachment J).

6. Briefly describe the type and availability of Adult and Dislocated Worker services in your area.

Oswego County provides a wide array of services to the Adult and Dislocated Worker populations. They include (but are not limited to):

- Career Center Providing:
  - >Access to NY Job Bank/Job Listings/Employer Recruitments
  - >Access to Computers/Printers
  - >Labor Market/Demand Occupation Information
  - >Resume/Cover Letter Assistance
  - >Referral to Jobs
  - >Internet Access
  - >Tutorials
  - >Faxes/Copiers/Phones
- Career Assessment/Career Exploration/Career Planning /Career Counseling Services
- Employment Plan Development
- GED/Basic Skills training tutorials and referral to partner services
- Workshops to sharpen job seeking skills
- Resume, cover letter and interviewing skills assistance
- Computer classes in Word, Access, Excel, Quickbooks, Powerpoint, Internet Based Job Search, Introduction to Computers.
- On-line/distance learning options through the Metrix Distance Learning System to earn occupational skill certificates, upgrade basic (math/reading) skills or practice for licensing exams.
- Tuition assistance (up to \$4,000) in the form of Individual Training Accounts (ITA's) for occupational skills training in demand occupations.
- On-the-Job Training opportunities with local employers to learn job skills while earning a paycheck.
- Testing through Certiport for the following certifications: Microsoft Office Specialist (MOS); Internet and Computing Core Certification (IC3); Adobe Certified Associate (ACA); Microsoft

Technology Associate (MTA): Comp TIA Strata; Quickbooks Certified User; Autodesk.

- Access to the SMART - Resume skill matching technology
- Supportive Services
- Access to Job Zone and Career Zone
- Services/Assistive technology for individuals with disabilities
- Services to Veterans

-

7. Describe the steps the Workforce Investment Board takes to ensure the continuous improvement of eligible providers of services through the system. Describe the information that is reviewed to determine that providers are meeting the employment needs of local businesses and jobseekers.

To ensure the continuous improvement of eligible providers of services through the system the WIB:

- Utilizes the NYS Eligible Training Providers Listing (NYS ETPL) for the selection of training providers;
- Follows NYS policy regarding Initial and Subsequent Eligibility of training providers;
- Collects customer satisfaction data from training participants including information on the training program, instructor, program length, overall satisfaction with program and whether the participant obtained training related employment. Information is compiled and reviewed at the Skills and Training Committee of the local Board, and also shared with training providers to acknowledge successes and areas needing improvement.
- Gathers feedback (formally and informally) from local employers to determine unmet training needs.

8. Describe any partnerships that the WIB and One-Stop Operators have developed to improve services to customers in the local area or region.

Partnerships that have been developed to improve services to customers in the local area/region include collaboration with:

- the Department of Social Services to operate the TANF Summer Work Program, the Transitional Jobs Program, the Disconnected Youth Program, the "Building Self Reliance" Program, and a Wage Subsidy Program at the One Stop. Operating these program expands services and allows the local area to maximize resources, reduce duplication and increase the numbers served.
- the Oswego Public Library to expand/enhance the number and variety of workshops and computer classes available to job seekers.
- Economic Development to assist existing business with employee training issues that support expansion/retention efforts, and to address the employment and training needs of potential new businesses in an effort to recruit the business to the area.
- the Job Placement Network; a group of local agencies providing job placement services to individuals with disabilities. The partnership sponsors a Disability Mentoring Day to match individuals with disabilities with local employers, and a "Tools of the Trade" event to provide service providers with information to enhance service delivery.
- the "Partners Roundtable", a subcommittee of the Workforce Board representing the systems mandated partners. The committee works to streamline services,

reduce duplication and address workforce system needs.

## Youth

WIA §118 (b) The local plan shall include - (6) a description and assessment of the type and availability of youth activities in the local area, including an identification of successful providers of such activities;

Please complete the Youth worksheet in the Service Provider spreadsheet (SPREADSHEET J).

9. Describe the metrics that the WIB uses to determine whether or not a youth provider is successful.

Metrics used by the WIB to determine if a youth provider is successful include is a review of actual performance in relation to the Common Measures, the NYS System Improvement Indicators and local goals.

10. Describe the steps that you have taken to address providers that you have determined to be unsatisfactory. Please address each unsatisfactory Youth Provider specifically.

As evidenced by our achievement of performance outcomes (Common Measures and NYS System Improvement Indicators), Oswego County providers have been successful in providing youth services.

11. Describe the oversight/support/technical assistance pertaining to the WIA Youth Common Measures that is administered in your local area.

Oversight/support/technical assistance pertaining to the WIA Youth Common Measures is provided in the following ways:

- The Workforce Board Director and Associate Director meet with the One Stop Operator on a monthly basis. Included in this meeting is a review of the Youth Program, including numbers served, obligations and expenditure rates, and a review of youth performance on both the NYS System Improvement Indicators and the Common Measures, along with strategies for continuous improvement and/or corrective action (when appropriate).
- The Youth Council, a sub-committee of the Workforce Board, reviews the local area's performance on the Common Measures and the NYS System Improvement Indicators. Information is reviewed on a quarterly basis, along with plans for continuous improvement and/or corrective action, as appropriate. Information is then shared with the full Workforce Board.
- WIB staff have an established schedule for monitoring youth programs. A written report is provided that outlines compliance, suggestions for improvement and areas needing corrective action (if needed).

12. Describe how youth data is managed in your area. Explain how often data is reviewed and who reviews the data.

Youth data is managed in multiple ways.

-Youth program staff meet on a weekly basis to review the customer base and status of each customer in relation to program goals. The team discusses current status and strategies to insure customer success. The information on youth status is provided from management reports provided by the MIS coordinator.

A local "monthly analysis" process is in place to evaluate year-to-date performance in relation to year-end goals. Progress toward achievement of the common measures is included in this review. The analysis is completed and reviewed by Senior Staff and the One stop Operator. Results are discussed with front-line staff who are involved in identifying strategies for correction action



and/or continuous improvement. The One Stop Operator is responsible for reporting this information to the Workforce Board Director and Associate Director each month.

### **Staff Information**

Please complete the charts entitled “PY 2011 FTE Staffing” and “Projected PY 2012 FTE Staffing” located in the attached Budget spreadsheet (Attachment I).

13. Please explain the reasons for any changes between PY2011 and PY2012.

There were no changes to staffing between PY2011 and PY 2012. The local area reduced staffing by 2 FTE's between PY2010 and PY2011 due to a reduction in Workforce Investment Act funding . Staffing continues to remain at PY2011 levels.

### **Procurement**

*WIA §118 (b) The local plan shall include - (9) a description of the competitive process to be used to award the grants and contracts in the local area for activities carried out under this subtitle;*

14. Please describe the competitive bidding process that is used to award grants and contracts in your local area (including how vendors are made aware of opportunities to compete for these funding opportunities and how the process is being documented).

As a unit of County government, the local area follows Oswego County's Procurement Policy for competitive bidding and awarding of contracts. A copy of the policy can be found at the County website at [www.oswegocounty.com](http://www.oswegocounty.com). Exceptions to the County policy are services funded with Individual Training Accounts (ITA's) and services for youth.

Consistent with New York State policy, the local area authorizes payment to cover the cost of training in the form of Individual Training Accounts on behalf of job seekers. ITA's are issued to approved training providers on the New York State Eligible Training Provider list in lieu of county procurement policy. Training providers are allowed to submit proposals to the NYS Eligible Training Provider List at any time. The proposal is then reviewed by the local area based on NYS policy. The list is continually updated as new proposals are submitted. The local areas follows New York State policy regarding Initial and Subsequent Eligibility in the approval of training providers.

Youth services are procured through a competitive bid/Request For Proposals (RFP) process overseen/approved by the Youth Council, a committee of the Workforce Board, rather than Oswego County. The Youth Council is responsible for directing and overseeing the delivery of youth programs including the issuance of the the RFP and approval of youth services providers. The Youth RFP is formally issued every two years, although proposals are accepted on an ongoing basis. Consistent with County policy, contracts are for one year at a time, and modified at the end of the year to extend into the second year. Payments for youth services are based on a fee-for-service model . The contract awarded from the RFP outlines the terms and payment amounts.

### **Waivers**

The general statutory and regulatory waiver authority granted to the Secretary of Labor is a continuing authority granted by the Workforce Investment Act at section 189(i)(4), Public Law

105-220, and provides increased flexibility to states and local areas in implementing reforms to the workforce development system in exchange for state and local accountability for results, including improved programmatic outcomes.

New York has been granted waivers to certain provisions of the act, which have been extended through Program Year 2011. These waivers can be found in the Technical Advisory located here: <http://labor.ny.gov/workforcenypartners/ta/TA10-191.pdf>

New York State has been granted a temporary extension of its PY 2011 waivers and State Plan. As such, the PY 2011 waivers remain in effect for now. PY2012 waiver requests will be submitted to USDOL as part of the State Plan in September, 2012. The State plans on requesting the same waivers for Program Year 2012, along with other waiver requests that may be suggested. When USDOL gives final approval on the PY 2012 waiver requests, guidance will be provided.

15. Please suggest future WIA waivers that may be useful to your local area and which you would like NYS to consider requesting (optional).

-Waiver to raise WIA Youth Eligibility to 200% of poverty;  
-Waiver of the provision at 20CFR 663.530 that prescribes a time limit on the period of Initial Eligibility for training providers;  
-Waiver for the inclusion of Youth Follow-up services and work experience as a Youth Program Framework Service;  
-Waiver to allow use of work readiness as the sole performance indicator for Youth aged 14-21 that are co-enrolled under TANF and WIA for Summer Employment Activities.

## Local Workforce Investment Board Membership

Section 117(b)(1) of WIA authorizes the Governor, in partnership with the State Board, to establish criteria for chief elected officials to follow while appointing members of the local boards. This criterion is explained in Technical Advisory #01-19.1 released by NYSDOL on March 2, 2010. Complete details are found here:

<http://www.labor.ny.gov/workforcenypartners/ta/TA01191LocalGovernance.pdf>

Local Workforce Investment Areas (LWIAs) are advised to review this Technical Advisory as it provides guidance on issues relating to the mandates, obligations and governance role of Local Workforce Investment Boards (LWIBs). In the Technical Advisory, emphasis is placed on language that states LWIBs whose private sector membership drops below 51% can legally transact business only for a period of 90 days. In addition, if a membership category (e.g. organized labor) is not represented due to vacancies, the LWIB can legally transact business for a period of 90 days. Beyond such a 90 day period, any action taken by the LWIB shall be void. Therefore, the importance of maintaining a LWIB that is in full compliance must not be overlooked.

16. Based on the criteria established and described in Technical Advisory #01-19.1, is the LWIB currently in compliance?

Yes  No

a. If the LWIB is not in compliance, what vacancies need to be filled in order to bring the LWIB into compliance?

NA

b. If the LWIB is not in compliance, what obstacles (if any) may prevent the LWIB from being in full compliance within 90 days? **(Remember, after 90 days any action taken by the LWIB shall be void)**

NA

Please complete ATTACHMENT K: *List of LWIB Members*, which is a separate file. Use as many pages as necessary.

### Contracts, MOUs, and Appendices

WIA §118 (b) The local plan shall include - (2) a description of the one-stop delivery system to be established or designated in the local area, including—

(B) a copy of each memorandum of understanding described in section 121(c) (between the local board and each of the one-stop partners) concerning the operation of the one-stop delivery system in the local area;

17. Is each Memorandum of Understanding for the local area up to date?

Yes  No

a. If not, when will they be updated?

We expect the MOU to be updated by December 31, 2012

WIA §118 (b) The local plan shall include - (8) an identification of the entity responsible for the disbursement of grant funds described in section 117(d)(3)(B)(i)(III), as determined by the chief elected official or the Governor under section 117(d)(3)(B)(i);

WIA §118 (b) The local plan shall include - (10) such other information as the Governor may require.

Please complete all of the required tables/attachments. Hard copies of signature pages must be delivered to NYSDOL per the instructions at the beginning of these guidelines.

**TABLE 1: Performance Indicators**

	Performance Indicators			
	PY 2011		PY 2012	
	Goal	Actual-to-Date	Goal	Planned*
Customer Service Indicators				
Training w/IEP	95%	265	95%	95%
Init. Assess./Reduce UI Exiters	95%	98.6%	95%	95%
Serving Business Customers				
• Top 100 highest employ	95%	99.2%	95%	95%
• Top 50 w/job orders	95%	100%	95%	95%

NWRC	30%	38.5%	30%	30%
Common Measures				
Adult EER	57%	64.4%	57%	57%
Adult ERR	82%	79.4%	79.4%	79.4%
Adult Average Earnings	\$12,625	\$12,940	\$12,625	\$12,625
DW EER	51%	69.6%	51%	51%
DW ERR	82%	82.7%	82%	82%
DW Average Earnings	\$15,980	\$14,891	\$14,891	\$14,891
Youth Placement	62%	73%	62%	62%
Youth Degree/Cert. Attainment	50%	50%	50%	50%
Youth Lit./Num. Gains	45%	80%	45%	45%

\* By entering a value other than the PY2011 Goal in the PY2012 Planned column, the local area is indicating that it would like to negotiate that goal with NYSDOL. If the local area does not wish to negotiate a certain goal, then enter the PY2011 Goal value into the corresponding PY2012 Planned cell. Initial Assessment will not be negotiated.

**ATTACHMENT A: SIGNATURE OF LOCAL BOARD CHAIR**

**Workforce Investment Act Local Plan for  
Program Year 2012-2013, for Workforce Investment Act Title 1-B  
and Wagner Peyser Programs**

In compliance with the provisions of the Workforce Investment Act of 1998, the Final Rule, and Planning guidelines and instructions developed by the Governor, this Plan is being submitted jointly by the Local Board and the respective Chief Elected Official(s).

By virtue of my signature, I:

- agree to comply with all statutory and regulatory requirements of the Act as well as other applicable state and federal laws, regulations and policies
- affirm that the composition of the Local Board is either in compliance with the law, rules and regulations and is approved by the State or, will be in compliance within 90 days of local plan submittal
- affirm that this Plan was developed in collaboration with the Local Board and is jointly submitted with the Chief Elected official(s) on behalf of the Local Board
- affirm that the board, including any staff to the board, will not directly provide any core, intensive or training services.

Date:		Signature of Local Board Chair:
Mr. <input checked="" type="checkbox"/>	Typed Name of Local Board Chair: <b>David Vickery</b>	
Ms. <input type="checkbox"/>		
Other <input type="checkbox"/>		
Name of Board:	<b>The Workforce Development Board of Oswego County, Inc.</b>	
Address 1:	<b>103 Rich Hall</b>	
Address 2:	<b>SUNY Oswego</b>	
City:	<b>Oswego</b>	
State:	<b>NY</b>	Zip: <b>13126</b>
Phone:	<b>(315) 342-3492</b>	E-mail: <b>dmvickery@vickeryins.com</b>

**Submittal directions:** Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as directed on page 2 of the Instructions.

**ATTACHMENT B: SIGNATURE OF CHIEF ELECTED OFFICIAL**

**Workforce Investment Act Local Plan for  
Program Year 2012-2013, for Workforce Investment Act Title 1-B  
and Wagner Peyser Programs**

In compliance with the provisions of the Workforce Investment Act of 1998, the Final Rule, and Planning guidelines and instructions developed by the Governor, this Plan is being submitted jointly by the Local Board and the respective Chief Elected Official(s).

By virtue of my signature, I:

- agree to comply with all statutory and regulatory requirements of the Act as well as other applicable state and federal laws, regulations and policies
- affirm that the Grant recipient possesses the capacity to fulfill all responsibilities and assume liability for funds received, as stipulated in §667.705 of the rules and regulations
- affirm that the composition of the Local Board is either in compliance with the law, rules and regulations and is approved by the State or, will be in compliance within 90 days of local plan submittal
- affirm that the Chair of the Local Board was duly elected by that Board
- affirm that the board, including any staff to the board, will not directly provide any core, intensive or training services.

**Note:** A separate signature sheet is required for each local Chief Elected Official. If additional pages are necessary, please see **Attachment B – Extended Version**.

Date:		Signature of Local Chief Elected Official (CEO):
Mr. <input checked="" type="checkbox"/>		Typed Name of Local CEO: <b>Fred Beardsley</b>
Ms. <input type="checkbox"/>		
Other <input type="checkbox"/>		
Title of Local CEO:	<b>Chair, Oswego County Legislature</b>	
Address 1:	<b>County Office Building</b>	
Address 2:	<b>46 East Bridge Street</b>	
City:	<b>Oswego</b>	
State:	<b>NY</b>	Zip: <b>13126</b>
Phone:	<b>(315) 349-8230</b>	E-mail: <b>fbeardsley@oswegocounty.com</b>

**Submittal directions:** Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as described on page 2 of the Instructions.

**ATTACHMENT C: SIGNATURE OF WIB DIRECTOR**

**Workforce Investment Act Local Plan for  
Program Year 2012-2013, for Workforce Investment Act Title 1-B  
and Wagner Peysers Programs**

In compliance with the Planning guidelines and instructions developed by the Governor, this Plan was developed through consultation and dialogue between the local area's representative(s) and the New York State Department of Labor's Regional Labor Market Analyst.

By virtue of my signature, I:

- attest that dialogues were conducted between the WIB's representatives and the LMA which provided the WIB with data and the demographic characteristics of the LWIA's resident population
- assure that service delivery and design, resource allocation, and other planning decisions were made by the WIB as a result of a careful consideration of the implications of the data and demographics as provided

Date:		Signature of Local WIB Director:
Mr.	<input checked="" type="checkbox"/>	Typed Name of Local WIB Director: <b>Jeffrey Grimshaw</b>
Ms.	<input type="checkbox"/>	
Other	<input type="checkbox"/>	
Name of Board:	<b>The Workforce Board of Oswego County, Inc.</b>	

**Submittal directions:** Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as directed on page 2 of the Instructions.

## ATTACHMENT D: UNITS OF LOCAL GOVERNMENT

*Where a local area is comprised of multiple counties or jurisdictional areas, provide the names of the individual governmental units and identify the grant recipient.*

Unit of Local Government	Grant Recipient	
	Yes	No
Oswego County	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>



**ATTACHMENT E: FISCAL AGENT/GRANT SUBRECIPIENT**

*Identify the Fiscal Agent or a Grant Recipient to assist in the administration of grant funds. Provide the names of the agent and/or subrecipient.*

Entity	Fiscal Agent	
	Yes	No
Oswego County	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

Entity	Grant Subrecipient	
	Yes	No
NA	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

## ATTACHMENT F: FEDERAL AND STATE CERTIFICATIONS

The funding for the awards granted under this contract is provided by either the United States Department of Labor or the United States Department of Health and Human Services which requires the following certifications:

### A. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION-LOWER TIER COVERED TRANSACTIONS

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statement in this certification, such prospective participant shall attach an explanation to this proposal.

### B. CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements

By accepting this grant, the signee hereby certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The signer shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of facts upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C. **Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

**C. DRUG FREE WORKPLACE.** By signing this application, the grantee certifies that it will provide a Drug Free Workplace by implementing the provisions at 29 CFR 98.630, Appendix C, pertaining to the Drug Free Workplace. In accordance with these provisions, a list of places where performance of work is done in connection with this specific grant will take place must be maintained at your office and available for Federal inspection.

## **D. NONDISCRIMINATION & EQUAL OPPORTUNITY ASSURANCE:**

### **For contracts funded by the U.S. Department of Labor**

As a condition to the award of financial assistance from the Department of Labor under Title I of WIA, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

- (1) Section 188 of the Workforce Investment Act of 1998 (WIA) which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age disability, political affiliation, or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIA Title I - financially assisted program or activity;
- (2) Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- (3) Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
- (4) The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and
- (5) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The grant applicant also assures that it will comply with 29 CFR Part 37 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIA Title I - financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIA Title I-financially assisted program or activity. The grant applicant understands that the United States has the right to seek judicial enforcement of this assurance. For grants serving participants in work activities funded through the Welfare-to-Work block grant programs under Section 407(a) of the Social Security Act, the grant applicant shall comply with 20 CFR 645.255.

### **For contracts funded by the U.S. Department of Health and Human Services**

As a condition to the award of financial assistance from the Department of Labor under Title IV-A of the Social Security Act, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws including but not limited to:

- (1) Title VI of the Civil rights Act of 1964(P.L. 88-352) and Executive Order Number 11246 as amended by E.O. 11375 relating to Equal Employment Opportunity which prohibits discrimination on the basis of race, color or national origin;
- (2) Section 504 of the Rehabilitation Act of 1973, as amended, and the regulations issued pursuant thereto contained in 45 CFR Part 84 entitled "Nondiscrimination on the Basis of Handicap in Programs and Activities Reviewing or Benefiting from Federal Financial Assistance" which prohibit discrimination against qualified individuals with disabilities;

(3) The Age Discrimination Act of 1975, as amended, and the regulations at 45 CFR Part 90 entitled "Nondiscrimination on the Basis of Age in Programs and Activities Receiving Federal Financial Assistance", which prohibits discrimination on the basis of age;

(4) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs; and

(5) The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116, and regulations issued by the Equal Employment Opportunity Commission which implement the employment provisions of the ADA, set forth at 29 CFR Part 1630.

The grant applicant also assures that it will comply with 45 CFR Part 80 and all other regulations implementing the laws listed above. The grant applicant understands that the United States has the right to seek judicial enforcement of this assurance.

### **STATE CERTIFICATIONS**

#### **E. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND OUTSTANDING DEBTS**

The undersigned, as a duly sworn representative of the contractor/vendor, hereby attests and certifies that:

- 1) No principle or executive officer of the contractor's/vendor's company, its subcontractor(s) and/or successor(s) is presently suspended or debarred; and
- 2) The contractor/vendor, its subcontractor(s) and/or its successor(s) is not ineligible to submit a bid on, or be awarded, any public work contract or sub-contract with the State, any municipal corporation or public body for reason of debarment for failure to pay the prevailing rate of wages, or to provide supplements, in accordance with Article 8 of the New York State Labor Law.
- 3) The contractor/vendor, its subcontractor(s) and/or its successor do not have any outstanding debts owed to the Department, including but not limited to, contractual obligations, fines related to Safety and Health violations, payments owed to workers for public works projects or the general provisions of the Labor Law, unemployment insurance contributions or other related assessments, penalties or charges.

#### **F. CERTIFICATION REGARDING "NONDISCRIMINATION IN EMPLOYMENT IN NORTHERN IRELAND: MacBRIDE FAIR EMPLOYMENT PRINCIPLES"**

In accordance with Chapter 807 of the Laws of 1992 the bidder, by submission of this bid, certifies that it or any individual or legal entity in which the bidder holds a 10% or greater ownership interest, or any individual or legal entity that holds a 10% or greater ownership interest in the bidder, either:

(answer Yes or No to one or both of the following, as applicable.)

1. Has business operations in Northern Ireland:

Yes                       No

If Yes:

2. Shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles relating to nondiscrimination in employment and freedom of workplace opportunity regarding such operations in Northern Ireland, and shall permit independent monitoring of its compliance with such Principles.

Yes                       No

**G. NON-COLLUSIVE BIDDING CERTIFICATION**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his or her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit to bid for the purpose of restricting competition.

I, the undersigned, attest under penalty of perjury that I am an authorized representative of the Bidder/Contractor and that the foregoing statements are true and accurate.

Signature of Authorized Representative:
Title: Chair, Oswego County Legislature
Date:

**ATTACHMENT G: ONE STOP OPERATOR INFORMATION**

Complete the following information for each locally certified One Stop Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

<b>OPERATOR:</b> Oswego County			
<i>Method of Selection</i>		<i>Type of Operator</i>	
<input type="checkbox"/> Consortium <input checked="" type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
<b>Address 1:</b>	200 North Second Street		
<b>Address 2:</b>			
<b>City:</b>	Fulton		
<b>State:</b>	NY	<b>Zip Code:</b>	13069
<b>Operator Phone:</b> (315) 591-9040			
<b>E-Mail:</b> Weaver@oswegocounty.com			

**OPERATOR CERTIFICATION STATUS**

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

If the One-Stop Operator is a consortium, identify the consortium partners:

**ATTACHMENT H: LIST OF ONE STOP CENTERS**

Complete the following information for each One Stop Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

<b>One Stop Name:</b>	Oswego County Workforce New York		
<b>Address 1:</b>	200 North Second Street		
<b>Address 2:</b>			
<b>City:</b>	Fulton		
<b>State:</b>	NY	<b>Zip Code:</b>	13069
<b>Phone:</b>	315-591-9000	<b>E-Mail:</b>	Weaver@oswegocounty.com
<b>Fax:</b>	315-591-9047	<b>Website:</b>	yourcareerconnection.org
<b>Site Type:</b>	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
<b>Lease Expiration:</b>	NA		
<b>Lease Holder:</b>			

<b>WIA Contact:</b>	Christine Weaver		
<b>Phone:</b>	315-591-9040	<b>E-Mail:</b>	Weaver@oswegocounty.com
<b>NYS DOL Contact:</b>	Brian Pace		
<b>Phone:</b>	315-591-9300	<b>E-Mail:</b>	Brian.Pace@labor.state.ny.us

	<b>Opening Time</b>	<b>Closing Time</b>
<b>Monday</b>	8:30AM	4:30PM
<b>Tuesday</b>	8:30AM	4:30PM
<b>Wednesday</b>	8:30AM	4:30PM
<b>Thursday</b>	8:30AM	4:30PM
<b>Friday</b>	8:30AM	4:30PM
<b>Saturday</b>	Closed	
<b>Sunday</b>	Closed	

	WIA					Other Funding
	Totals	Adult	DW	Youth	Admin	
<b>Revenue</b>						
WIA PY11 Carryover	\$ 128,560.00	\$ 43,890.00	\$ 37,466.00	\$ 46,244.00	\$ 960.00	
WIA PY12	\$ 1,072,602.00	\$ 301,584.00	\$ 290,483.00	\$ 373,275.00	\$ 107,260.00	
<b>Total Revenue</b>	<b>\$ 1,201,162.00</b>	<b>\$ 345,474.00</b>	<b>\$ 327,949.00</b>	<b>\$ 419,519.00</b>	<b>\$ 108,220.00</b>	<b>\$ -</b>
<b>Expenditures</b>						
<b>Staff Costs</b>						
Wages	\$ 478,730.00	\$ 106,651.00	\$ 107,105.00	\$ 104,816.00	\$ 41,187.00	\$ 118,971.00
Fringe Benefits	\$ 274,809.00	\$ 61,991.00	\$ 62,238.00	\$ 60,909.00	\$ 23,933.00	\$ 65,738.00
Travel	\$ 11,950.00	\$ 615.00	\$ 480.00	\$ 2,790.00	\$ 2,565.00	\$ 5,500.00
Other	\$ -					
<b>Total Staff Costs</b>	<b>\$ 765,489.00</b>	<b>\$ 169,257.00</b>	<b>\$ 169,823.00</b>	<b>\$ 168,515.00</b>	<b>\$ 67,685.00</b>	<b>\$ 190,209.00</b>
<b>Operational Costs</b>						
<b>Total Operational Costs</b>	<b>\$ 151,307.00</b>	<b>\$ 28,085.00</b>	<b>\$ 27,020.00</b>	<b>\$ 29,699.00</b>	<b>\$ 40,535.00</b>	<b>\$ 25,968.00</b>
<b>Other Program Costs</b>						
Support Services	\$ 20,578.00	\$ 5,000.00	\$ 3,000.00	\$ 12,578.00		
Youth Wages	\$ 152,146.00			\$ 152,146.00		
Other Related Items	\$ 2,270.00			\$ 2,270.00		
<b>Total Program Costs</b>	<b>\$ 174,994.00</b>	<b>\$ 5,000.00</b>	<b>\$ 3,000.00</b>	<b>\$ 166,994.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Training Costs</b>						
<b>Total Training Costs</b>	<b>\$ 664,549.00</b>	<b>\$ 143,132.00</b>	<b>\$ 128,106.00</b>	<b>\$ 54,311.00</b>		<b>\$ 339,000.00</b>
<b>Total Expenditures</b>	<b>\$ 1,756,339.00</b>	<b>\$ 345,474.00</b>	<b>\$ 327,949.00</b>	<b>\$ 419,519.00</b>	<b>\$ 108,220.00</b>	<b>\$ 555,177.00</b>
<b>Carry-over Funds to PY13</b>	<b>\$ (555,177.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (555,177.00)</b>



Oswego County Workforce New York						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ 25,968.00					\$ 25,968.00
Utilities	\$ 11,630.00	\$ 2,930.00	\$ 3,035.00	\$ 2,875.00	\$ 2,790.00	
Supplies	\$ 9,440.00	\$ 3,145.00	\$ 2,480.00	\$ 3,635.00	\$ 180.00	
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ 1,420.00	\$ 525.00	\$ 440.00	\$ 455.00	\$ -	
Other Related Items	\$ 102,849.00	\$ 21,485.00	\$ 21,065.00	\$ 22,734.00	\$ 37,565.00	
Totals	\$ 151,307.00	\$ 28,085.00	\$ 27,020.00	\$ 29,699.00	\$ 40,535.00	\$ 25,968.00

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					

PY 2011 FTE Staffing									
Function/ Type of Service	WIA Adult	WIA DW	WIA Youth	WIA Admin	Wagner-Peyser	REA	DVOP LVER	Other	Total
WIB	0.21	0.2	0.17	0.32				0.15	1.05
TAA					0.2				0.2
Core/Intensive	2	2.11		2.07	5.7		1	2	14.88
Business Services	0.6	0.35						1.14	2.09
Rapid Response									0
Youth Services			3.03						3.03
Total	2.81	2.66	3.2	2.39	5.9	0	1	3.29	21.25

Projected PY 2012 FTE Staffing									
Function/Type of Service	WIA Adult	WIA DW	WIA Youth	WIA Admin	Wagner-Peyser	REA	DVOP LVER	Other	Total
WIB	0.21	0.2	0.17	0.32				0.15	1.05
TAA									0
Core/Intensive	2	2.11		2.07	5.9		1	2	15.08
Business Services	0.6	0.35						1.14	2.09
Rapid Response									0
Youth Services			3.03						3.03
Total	2.81	2.66	3.2	2.39	5.9	0	1	3.29	21.25

		Adult							
		Expenditures					# Participants in Training		
Training Type	Total Expenditures	# Participants in Training		PY10 Carry In Reg	PY11		Non-WIA Funding	# Participants in Training	
		Carry In	New		Reg			Carry In	New
ITA	\$ 410,128.00	87	93	\$ 1,056.00	\$ 72,323.00	\$ 4,200.00	62	57	
OJT	\$ 94,305.00	6	29	\$ 909.00	\$ 26,769.00	\$ 50,737.00	1	9	
Custom	\$ 3,000.00	0	32		\$ 3,000.00		0	0	
Contract	\$ 35,813.00	0	72	\$ 1,137.00	\$ 8,191.00		0	74	
<b>Total</b>	<b>\$ 543,246.00</b>	<b>93</b>	<b>226</b>	<b>\$ 3,102.00</b>	<b>\$ 110,283.00</b>	<b>\$ 54,937.00</b>	<b>63</b>	<b>140</b>	

		Adult							
		Expenditures					# Participants in Training		
Training Type	Total Expenditures	# Participants in Training		PY11 Carry In	PY12		Non-WIA Funding	# Participants in Training	
		Carry In	New		PY12			Carry In	New
ITA	\$ 505,015.00	68	30	\$ 27,229.00	\$ 57,715.00	\$ 25,000.00	40	28	
OJT	\$ 94,697.00	1	16	\$ 13,411.00	\$ 28,427.00	\$ 14,000.00	1	14	
Custom	\$ 6,000.00	0	30	\$ -	\$ 6,000.00		0	0	
Contract	\$ 58,837.00	0	120	\$ 1,750.00	\$ 8,600.00		0	120	
<b>Total</b>	<b>\$ 664,549.00</b>	<b>69</b>	<b>196</b>	<b>\$ 42,390.00</b>	<b>\$ 100,742.00</b>	<b>\$ 39,000.00</b>	<b>41</b>	<b>162</b>	

PY 2011 Training							
DW			Youth				
Expenditures			# Participants in Training		Expenditures		
	PY11					PY11	
PY10 Carry In Reg	Reg	Non-WIA Funding	Carry In	New	PY10 Carry In Reg	Reg	Non-WIA Funding
\$ 8,662.00	\$ 101,004.00	\$ 212,196.00	1	5	\$ 1,090.00	\$ 9,597.00	
\$ 1,150.00	\$ 14,740.00						
\$ 1,335.00	\$ 8,357.00		0	6	\$ 2,681.00	\$ 14,112.00	
\$ 11,147.00	\$ 124,101.00	\$ 212,196.00	1	11	\$ 3,771.00	\$ 23,709.00	\$ -

2012 Training Projection							
DW			Youth				
Expenditures			# Participants in Training		Expenditures		
	PY12					PY12	
PY11 Carry In	PY12	Non-WIA Funding	Carry In	New	PY11 Carry In	PY12	Non-WIA Funding
\$ 23,092.00	\$ 55,805.00	\$ 300,000.00	3	3	\$ 4,174.00	\$ 12,000.00	
\$ 11,374.00	\$ 27,485.00						
\$ -	\$ -						
\$ 1,750.00	\$ 8,600.00		0		\$ 10,137.00	\$ 28,000.00	
\$ 36,216.00	\$ 91,890.00	\$ 300,000.00	3	3	\$ 14,311.00	\$ 40,000.00	\$ -

Budget Summary for: LWIA Name: Oswego County Workforce New York						
	Totals	WIA				Other Funding
		Adult	DW	Youth	Admin	
Total Revenue	\$ 1,201,162.00	\$ 345,474.00	\$ 327,949.00	\$ 419,519.00	\$ 108,220.00	\$ -
Total Staff Costs	\$ 765,489.00	\$ 169,257.00	\$ 169,823.00	\$ 168,515.00	\$ 67,685.00	\$ 190,209.00
Total Operational Costs	\$ 151,307.00	\$ 28,085.00	\$ 27,020.00	\$ 29,699.00	\$ 40,535.00	\$ 25,968.00
Total Participant Costs	\$ 174,994.00	\$ 5,000.00	\$ 3,000.00	\$ 166,994.00	\$ -	\$ -
Total Training Costs	\$ 664,549.00	\$ 143,132.00	\$ 128,106.00	\$ 54,311.00	\$ -	\$ 339,000.00
Total Expenditures	\$ 1,756,339.00	\$ 345,474.00	\$ 327,949.00	\$ 419,519.00	\$ 108,220.00	\$ 555,177.00
Carry-over Funds to PY13	\$ (555,177.00)	\$ -	\$ -	\$ -	\$ -	\$ (555,177.00)

Operational Cost Breakdown	
Rent	\$ 25,968.00
Utilities	\$ 11,630.00
Supplies	\$ 9,440.00
Cleaning	\$ -
Internet Service	\$ -
Leased Equipment	\$ 1,420.00
Other Related Items	\$ 102,849.00

	Staffing Totals	
	2011	2012
WIB	1.05	1.05
TAA	0.2	0
Core/Intensive	14.88	15.08
Business Services	2.09	2.09
Rapid Response	0	0
Youth Services	3.03	3.03

Number of One Stop Centers
1

I

Training Totals		
	2011	2012
ITA	\$ 410,128.00	\$ 505,015.00
OJT	\$ 94,305.00	\$ 94,697.00
Custom	\$ 3,000.00	\$ 6,000.00
Contract	\$ 35,813.00	\$ 58,837.00

Oswego County Workforce New York						
WIA						
	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -	\$ -	\$ -	\$ -	\$ 25,968.00	
Utilities	\$ 2,930.00	\$ 3,035.00	\$ 2,875.00	\$ 2,790.00		
Supplies	\$ 3,145.00	\$ 2,480.00	\$ 3,635.00	\$ 180.00		
Cleaning	\$ -	\$ -	\$ -			
Internet Service						
Leased Equipment	\$ 525.00	\$ 440.00	\$ 455.00	\$ -		
Other Related Items	\$ 21,485.00	\$ 21,065.00	\$ 22,734.00	\$ 37,565.00		

One-Stop:						
WIA						
	Adult	DW	Youth	Admin	Other Funding	
Rent						
Utilities	\$ -	\$ -	\$ -	\$ -		
Supplies	\$ -	\$ -	\$ -	\$ -		
Cleaning	\$ -	\$ -	\$ -	\$ -		
Internet Service	\$ -	\$ -	\$ -	\$ -		
Leased Equipment	\$ -	\$ -	\$ -	\$ -		
Other Related Items						

One-Stop:						
WIA						
	Adult	DW	Youth	Admin	Other Funding	
Rent						
Utilities						
Supplies			\$ -	\$ -		
Cleaning			\$ -	\$ -		
Internet Service			\$ -	\$ -		







Service Provider Name	Address	City	State	Zip Code	Phone Number	Contact Name	Contact Title	Contact Email
Christine Taylor	106 Odessa Circle	North Syracuse	NY	13212	315-480-4540	Christine Taylor	Consultant	chris@ctaylorco

Group to be Served (Adult or DW)	Estimated Number to be Served (Adult or DW)	Activities to be Provided (OJT, IEP development, etc.)	Type of Contract (Cost Reimbursement, Fixed Price, Performance Based, Hybrid, etc.)	Contract Start Date	Contract End Date	Counties to be Served
Adult & DW	240 (120 Adult, 120 DW)	contracted computer classes	fee for service	7/1/2012	6/30/2013	Oswego

Youth Activity Provider Name	Address	City	State	Zip Code	Phone Number	Contact Name	Contact Title	Contact Email
Branch's Driving School Inc	300 West Genesee St S	Syracuse	NY	13202	315-478-2446	Helen McGough	Junior Team Le	bdshelenstm@a
Oswego Industries Inc	7 Morrill Place	Fulton	NY	13069	315-598-3108	Paul Kurtzman	Executive Direc	pkurtzman@osv
Oswego County Opportunities	239 Oneida Street	Fulton	NY	13069	315-598-4717	Eric Bresee	Youth and Fam	ebresee@oco.o

Type of Contract	Contract Start Date	Contract End Date	Planned Expenditures for PY12	Youth Elements to Be Provided	Counties Served	Planned Enrollments PY12	Has this provider been successful? (Yes or No)
fee for service	7/1/2012	6/30/2013	\$9,000	7	Oswego	20	yes
fee for service	7/1/2012	6/30/2013	\$5,590	5	Oswego	2	yes
fee for service	7/1/2012	6/30/2013	11250	1, 5	Oswego	15	yes



**ATTACHMENT K: LIST OF LWIB MEMBERS**

Complete the following information for each member in your Local Workforce Investment Board. Use as many copies of ATTACHMENT K as necessary.

<b>Name:</b>	Eric Behling	<b>Organization:</b>	Behling's Orchards
<b>Title:</b>	Owner	<b>Membership Category:</b>	Business
<b>Name:</b>	Patrick Carroll	<b>Organization:</b>	U.A. Plumbers & Steamfitters
<b>Title:</b>	Business Manager	<b>Membership Category:</b>	Organized Labor
<b>Name:</b>	Phil Church	<b>Organization:</b>	Oswego County
<b>Title:</b>	County Administrator	<b>Membership Category:</b>	Other
<b>Name:</b>	Diane Cooper-Currier	<b>Organization:</b>	Oswego County Opportunities, Inc.
<b>Title:</b>	Executive Director	<b>Membership Category:</b>	CBO, C.S.B.G.-E&T
<b>Name:</b>	Wagner Dotto	<b>Organization:</b>	Oswego Business Magazine
<b>Title:</b>	Editor and Publisher	<b>Membership Category:</b>	Business
<b>Name:</b>	Kathleen Fenlon	<b>Organization:</b>	Oswego City-County Youth Bureau
<b>Title:</b>	Executive Director	<b>Membership Category:</b>	Other
<b>Name:</b>	Joseph Fiumara	<b>Organization:</b>	City of Fulton CDA
<b>Title:</b>	Director	<b>Membership Category:</b>	H.U.D.-E&T
<b>Name:</b>	Gregg Heffner	<b>Organization:</b>	Dept. of Social Service
<b>Title:</b>	Commissioner	<b>Membership Category:</b>	WIA Youth, Adult, Dislocated Worker, TANF, SCSEP
<b>Name:</b>	Greg Hilton	<b>Organization:</b>	The Fulton Companies
<b>Title:</b>	Continuous Improvement Leader	<b>Membership Category:</b>	Business
<b>Name:</b>	Mark Hilton	<b>Organization:</b>	The Fulton Companies
<b>Title:</b>	VP of Manuf. & New Product Development	<b>Membership Category:</b>	Business
<b>Name:</b>	Nancy Holden	<b>Organization:</b>	Constellation Energy
<b>Title:</b>	Sr. Consultant-HR	<b>Membership Category:</b>	Business

**ATTACHMENT K: LIST OF LWIB MEMBERS**

Complete the following information for each member in your Local Workforce Investment Board. Use as many copies of ATTACHMENT K as necessary.

<b>Name:</b>	Christopher Todd	<b>Organization:</b>	Entergy Nuclear
<b>Title:</b>	Coordinator to the Site Vice President	<b>Membership Category:</b>	Business
<b>Name:</b>	Paul Kurtzman	<b>Organization:</b>	Oswego County Industries
<b>Title:</b>	Executive Director	<b>Membership Category:</b>	CBO, Vocational Rehab.
<b>Name:</b>	Dr. Daniel Larson	<b>Organization:</b>	Cayuga Community College
<b>Title:</b>	President	<b>Membership Category:</b>	Education, Voc.Ed
<b>Name:</b>	Evelyn LiVoti	<b>Organization:</b>	By Detail
<b>Title:</b>	Owner	<b>Membership Category:</b>	Business
<b>Name:</b>	David Lloyd	<b>Organization:</b>	Novelis Corp.
<b>Title:</b>	Employee Development Leader	<b>Membership Category:</b>	Business
<b>Name:</b>	Edward Mervine	<b>Organization:</b>	Pathfinder Bank
<b>Title:</b>	VP, General Counsel and Secretary	<b>Membership Category:</b>	Business
<b>Name:</b>	Donald Morgan	<b>Organization:</b>	Local 43 IBEW
<b>Title:</b>	President	<b>Membership Category:</b>	Organized Labor
<b>Name:</b>	Christopher Nelson	<b>Organization:</b>	State Farm Insurance
<b>Title:</b>	Agent	<b>Membership Category:</b>	Business
<b>Name:</b>	Juanita Perez Williams	<b>Organization:</b>	NYS DOL
<b>Title:</b>	Commissioner's Central Region Rep.	<b>Membership Category:</b>	Wagner-Peyser, TAA/TGAA, Vet E&T Services, U.I.
<b>Name:</b>	Bruce Phelps	<b>Organization:</b>	Fulton Tool Company
<b>Title:</b>	Ower/President	<b>Membership Category:</b>	Business
<b>Name:</b>	Connie Smith	<b>Organization:</b>	Springbrook Management
<b>Title:</b>	Owner	<b>Membership Category:</b>	Business



**ATTACHMENT K: LIST OF LWIB MEMBERS**

Complete the following information for each member in your Local Workforce Investment Board. Use as many copies of ATTACHMENT K as necessary.

<b>Name:</b>	Christopher Todd	<b>Organization:</b>	Oswego County BOCES
<b>Title:</b>	District Superintendent	<b>Membership Category:</b>	Education, Adult Ed.&Literacy, Adult E&T
<b>Name:</b>	L.Michael Treadwell	<b>Organization:</b>	Operation Oswego County
<b>Title:</b>	Executive Director	<b>Membership Category:</b>	Economic Development
<b>Name:</b>	Donald Unger	<b>Organization:</b>	Adecco Employment Services
<b>Title:</b>	Sr. Branch Manager	<b>Membership Category:</b>	Business
<b>Name:</b>	David Vickery	<b>Organization:</b>	Vickery Insurance
<b>Title:</b>	Vice President	<b>Membership Category:</b>	Business
<b>Name:</b>	Donald Watson	<b>Organization:</b>	ACCES-VR
<b>Title:</b>	Statewide Coordinator	<b>Membership Category:</b>	Vocational Rehab.
<b>Name:</b>	John Henry	<b>Organization:</b>	Mitchell's Speedway Press
<b>Title:</b>	Owner	<b>Membership Category:</b>	Business
<b>Name:</b>	Roy Clark	<b>Organization:</b>	Dunkin Donuts
<b>Title:</b>	Franchiser	<b>Membership Category:</b>	Business
<b>Name:</b>	Jim Marco	<b>Organization:</b>	Oswego Health
<b>Title:</b>	Interim Human Resource Director	<b>Membership Category:</b>	Business
<b>Name:</b>	Leah Haggerty	<b>Organization:</b>	Century 21
<b>Title:</b>	Owner	<b>Membership Category:</b>	Business
<b>Name:</b>		<b>Organization:</b>	
<b>Title:</b>		<b>Membership Category:</b>	
<b>Name:</b>		<b>Organization:</b>	
<b>Title:</b>		<b>Membership Category:</b>	
<b>Name:</b>		<b>Organization:</b>	

## Oswego County Demand Occupations

R&amp;S Syracuse by Karen Knapik-Scalzo and John Meloling Final 7/26/2012

OCC	Onet3	Title	Ranking
13000000	13201101	Accountants	1 - H
49000000	49302301	Automotive Master Mechanics	1 - H
43000000	43303100	Bookkeeping, Accounting, and Auditing Clerks	1 - H
47000000	47301200	Carpenter Helpers	1 - H
41000000	41201100	Cashiers	1 - H
35000000	35302100	Combined Food Preparation and Serving Workers, Including Fast Food	1 - H
15000000	15104100	Computer Support Specialists	1 - H
15000000	15105100	Computer Systems Analysts	1 - H
47000000	47203101	Construction Carpenters	1 - H
47000000	47206100	Construction Laborers	1 - H
35000000	35201100	Cooks, Fast Food	1 - H
35000000	35201400	Cooks, Restaurant	1 - H
35000000	35201500	Cooks, Short Order	1 - H
35000000	35302200	Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	1 - H
43000000	43405199	Customer Service Representatives, not listed separately	1 - H
29000000	29202100	Dental Hygienists	1 - H
29000000	29102100	Dentists, General	1 - H
47000000	47208102	Drywall Installers	1 - H
17000000	17302303	Electrical Engineering Technicians	1 - H
17000000	17207100	Electrical Engineers	1 - H
47000000	47301300	Electrician Helpers	1 - H
47000000	47211100	Electricians	1 - H
17000000	17302301	Electronics Engineering Technicians	1 - H
17000000	17207200	Electronics Engineers, Except Computer	1 - H
17000000	17208100	Environmental Engineers	1 - H
19000000	19409100	Environmental Science and Protection Technicians, Including Health	1 - H
19000000	19204100	Environmental Scientists and Specialists, Including Health	1 - H
29000000	29106200	Family and General Practitioners	1 - H
35000000	35202100	Food Preparation Workers	1 - H
45000000	45209202	General Farmworkers	1 - H
31000000	31101100	Home Health Aides	1 - H
17000000	17302600	Industrial Engineering Technicians	1 - H
17000000	17211200	Industrial Engineers	1 - H
49000000	49904100	Industrial Machinery Mechanics	1 - H
53000000	53705100	Industrial Truck and Tractor Operators	1 - H
29000000	29206100	Licensed Practical and Licensed Vocational Nurses	1 - H
13000000	13207200	Loan Officers	1 - H
37000000	37201200	Maids and Housekeeping Cleaners	1 - H
49000000	49904200	Maintenance and Repair Workers, General	1 - H
49000000	49904300	Maintenance Workers, Machinery	1 - H
17000000	17302700	Mechanical Engineering Technicians	1 - H
17000000	17214100	Mechanical Engineers	1 - H
31000000	31909200	Medical Assistants	1 - H
43000000	43302002	Medical Billers & Coders	1 - H
43000000	43601300	Medical Secretaries	1 - H
21000000	21101400	Mental Health Counselors	1 - H
17000000	17216100	Nuclear Engineers	1 - H

19000000	19405101	Nuclear Equipment Operation Technicians	1 - H
29000000	19405102	Nuclear Monitoring Technicians	1 - H
51000000	51801100	Nuclear Power Reactor Operators	1 - H
31000000	31101200	Nursing Aides, Orderlies, and Attendants	1 - H
31000000	31201100	Occupational Therapists, Assistants	1 - H
43000000	43906100	Office Clerks, General	1 - H
39000000	39902100	Personal and Home Care Aides	1 - H
29000000	29105100	Pharmacists	1 - H
31000000	31202200	Physical Therapist Aides	1 - H
31000000	31202100	Physical Therapist Assistants	1 - H
29000000	29112300	Physical Therapists	1 - H
29000000	29107100	Physician Assistants	1 - H
29000000	29106999	Physicians and Surgeons, All Other	1 - H
49000000	49902102	Refrigeration Mechanics	1 - H
29000000	29111100	Registered Nurses	1 - H
41000000	41203100	Retail Salespersons	1 - H
47000000	47218100	Roofers	1 - H
47000000	47203102	Rough Carpenters	1 - H
29000000	29203200	Sonographers, Ultrasound Technologists, Echo Techs	1 - H
53000000	53303202	Tractor-Trailer Truck Drivers	1 - H
53000000	53303201	Truck Drivers, Heavy	1 - H
35000000	35303100	Waiters and Waitresses	1 - H
51000000	51412103	Welder-Fitters	1 - H
51000000	51412102	Welders and Cutters	1 - H
51000000	51412101	Welders, Production	1 - H
51000000	51412202	Welding Machine Operators and Tenders	1 - H
51000000	51412201	Welding Machine Setters and Set-Up Operators	1 - H
49000000	49302100	Automotive Body and Related Repairers	2 - M
53000000	53302200	Bus Drivers, School	2 - M
51000000	51302100	Butchers and Meat Cutters	2 - M
17000000	17303102	Cartographers, Mapping Technicians	2 - M
35000000	35101100	Chefs and Head Cooks	2 - M
39000000	39901100	Child Care Workers	2 - M
51000000	51408102	Combination Machine Tool Operators and Tenders, Metal and Plastic	2 - M
51000000	51408101	Combination Machine Tool Setters and Set-Up Operators, Metal and Plastic	2 - M
13000000	13104100	Compliance	2 - M
15000000	15102100	Computer Programmers	2 - M
31000000	31909100	Dental Assistants	2 - M
35000000	35901100	Dining Room and Cafeteria Attendants and Bartender Helpers	2 - M
35000000	35902100	Dishwashers	2 - M
51000000	51202200	Electrical and Electronic Equipment Assemblers	2 - M
51000000	51202300	Electromechanical Equipment Assemblers	2 - M
17000000	17302400	Electro-Mechanical Technicians	2 - M
29000000	29204100	Emergency Medical Technicians and Paramedics	2 - M
39000000	39903100	Fitness Trainers and Aerobics Instructors	2 - M
53000000	53706203	Freight, Stock, and Material Movers, Hand	2 - M
47000000	47404100	Hazardous Materials Removal Workers	2 - M
49000000	49902101	Heating and Air Conditioning Mechanics	2 - M
43000000	43408100	Hotel, Motel, and Resort Desk Clerks	2 - M
11000000	11312100	Human Resource Managers, Assistants	2 - M

47000000	47213100	Insulation Workers, Floor, Ceiling, and Wall	2 - M
37000000	37201100	Janitors and Cleaners	2 - M
37000000	37301100	Landscaping and Groundskeeping Workers	2 - M
51000000	51404100	Machinists	2 - M
19000000	11919999	Managers, not listed separately	2 - M
11000000	11911100	Medical and Health Services Managers	2 - M
21000000	21102200	Medical and Public Health Social Workers	2 - M
51000000	51204101	Metal Fabricators, Structural Metal Products	2 - M
15000000	15107100	Network and Computer Systems Administrators	2 - M
15000000	15108100	Network Systems and Data Communications Analysts	2 - M
51000000	51401101	Numerical Control Machine Tool Operators and Tenders, Metal and Plastic	2 - M
51000000	51401200	Numerical Tool and Process Control Programmers	2 - M
29000000	29208100	Opticians, Dispensing	2 - M
13000000	13205200	Personal Financial Advisors	2 - M
13000000	13107102	Personnel Recruiters	2 - M
29000000	29205200	Pharmacy Technicians	2 - M
47000000	47215202	Plumbers	2 - M
51000000	51919802	Production Helpers	2 - M
51000000	51919801	Production Laborers	2 - M
29000000	29203402	Radiologic Technicians	2 - M
29000000	29203401	Radiologic Technologists	2 - M
43000000	43417100	Receptionists and Information Clerks	2 - M
29000000	29112600	Respiratory Therapists, Technicians	2 - M
43000000	43601400	Secretaries	2 - M
33000000	33903200	Security Guards	2 - M
47000000	47221100	Sheet Metal Workers	2 - M
43000000	43507100	Shipping, Receiving, and Traffic Clerks	2 - M
21000000	21109300	Social and Human Service Assistants	2 - M
43000000	43508100	Stock Clerks	2 - M
47000000	47208200	Tapers	2 - M
43000000	43307100	Tellers	2 - M
51000000	51411100	Tool and Die Makers	2 - M
53000000	53303300	Truck Drivers, Light or Delivery Services	2 - M
29000000	29205600	Veterinary Technologists and Technicians	2 - M
53000000	53301100	Ambulance Drivers and Attendants, Except Emergency Medical Technicians	3 - L
39000000	39309100	Amusement and Recreation Attendants	3 - L
35000000	35301100	Bartenders	3 - L
47000000	47204100	Carpet Installers	3 - L
21000000	21102100	Child, Family, and School Social Workers	3 - L
17000000	17206100	Computer Hardware Engineers	3 - L
43000000	43901100	Computer Operators	3 - L
		Corrections Officers	3 - L
43000000	43902100	Data Entry Keyers	3 - L
17000000	17301900	Drafters, including architectural, civil, electrical, electronic, mechanical, and surveying technicians	3 - L
27000000	27102400	Graphic Designers	3 - L
35000000	35903100	Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop	3 - L
23000000	23101100	Lawyers	3 - L
43000000	43601200	Legal Secretaries	3 - L

19000000	19104200	Medical Scientists, Except Epidemiologists	3 - L
31000000	31909400	Medical Transcriptionists	3 - L
49000000	49904400	Millwrights	3 - L
39000000	39202100	Nonfarm Animal Caretakers	3 - L
53000000	53706400	Packers and Packagers, Hand	3 - L
23000000	23201100	Paralegals and Legal Assistants	3 - L
33000000	33305101	Police Officers	3 - L
39000000	39903200	Recreation Workers	3 - L
21000000	21101100	Substance Abuse and Behavioral Disorder Counselors	3 - L
25000000	25309999	Teachers	3 - L
51000000	51209200	Team Assemblers	3 - L
31000000	31909600	Veterinary Assistants and Laboratory Animal Caretakers	3 - L