

**Workforce Development Board of Oswego County
Business Development Committee Meeting
Wednesday, November 21, 2017
Business Resource Center, 121 East 1st Street**

'The Business Development Committee shall identify and monitor the business services to be provided through the system, oversee public relations about business services, convene focus groups and community roundtables for identifying future workforce needs as related to economic development, identify available funding and assist in grant writing for employer training needs, and produce the State of the Workforce Report.'

Minutes

Present: Mike Treadwell, Eric Behling, Edward Mervine, Bruce Phelps, Kim Sizemore, Wagner Dotto, James Marco, Chena Tucker, Chad Whelsky, Garrette Weiss, Tim Hardy.

Mike Treadwell called the meeting to order at 8:04 a.m.

1) Approval of Meeting Minutes from August 16, 2017

Garrette Weiss made a motion to approve the minutes. Eric Behling seconded the motion. The motion was carried.

2) Training Update – Kim Sizemore/Chris Weaver

The training update covers PY July 1st through September 30, 2017. There were a total of 9 OJT's (on the job training), 4 are still active, 1 incomplete, and 4 successfully completed. There have been 23 on-site recruitments this quarter, 4 businesses have been served, and 38 jobs posted on NYS job bank. The Business Customer Satisfaction surveys show that most businesses reported overall satisfaction.

3) Business News Update– Kim Sizemore

During this quarter we have obtained new OJT contracts with Felix Schoeller NA, Magestic Mold and Tool, and Hudson's Dairy. GDI Services continues to recruit onsite on a regular basis for support at Novelis. The Skill-Up Oswego County Initiative sign up concluded on 6/30/17 with a total of 634 registrants, 325 of which were referred from social media. 479 courses have been completed with 458 (96%) passed with an average score of 87.9%.

4) Business Customer Satisfaction Report – Kim Sizemore

30 surveys were sent out this quarter, and 10 returned. From those that were returned there was positive feedback.

5) Director's Report – Chena Tucker

The WDB team recently attended the 2017 NYATEP Fall Conference, and Chena attended the NYATEP Advocacy & Policy Academy as well as the Centerstate CEO Forecast Group. Letters of support on behalf of the Workforce Development Board were provided for Local Poverty Funding, the YMCA, Health Train, and Manufacturing Institute. Chena also gave an overview of the workforce team strategies and current tasks on hand, and informed the committee Oswego Industries will be presenting at the Full Board in December.

6) Roundtable Update – All

Chad Whelsky announced that the Career & Training Expo will be held on March 14th at SUNY Oswego. Jim Marco updated the committee of his work on CNA programs, as well as the purchase of a van to get individuals with transportation issues to and from work. There was nothing else to report at this time. Garrette Weiss made a motion to adjourn. Kim Sizemore seconded the motion. The motion was carried. The meeting was adjourned at 9:30 a.m.

7) Next Meeting: February 21, 2018 at 8:00 a.m., The Business Resource Center, 121 E. 1st St., Oswego, NY