

**Workforce Development Board of Oswego County
Business Development Committee Meeting
Wednesday, February 21, 2018
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: Eric Behling, Wagner Dotto, David Goodness, John Halleron, Tim Hardy, Igor Kasovski, Edward Mervine, Bruce Phelps, Kim Sizemore, Katie Toomey, James Marco, Chena Tucker, Chris Weaver, Garrette Weiss, and Chad Whelsky.

Ed Mervine filled in for Mike Treadwell and called the meeting to order at 8:00 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 December 31, 2017. 5 OJT's (on the job training) were completed and a total of 14 OJT's for this program year. There were 2 job fairs this period, and there will be another one coming up in the next couple of weeks. There has been 15 on-site recruitments this quarter, 4 businesses have been served, and 31 jobs posted on NYS job bank.

3) Business News Update– Kim Sizemore

4 new businesses were introduced to the One-Stop business services that are available. Novelis utilized the space available at the one stop for interviewing and requested a pre-employment assessment session. Huhtamaki has switched to the Metrix Prove it. The One-Stop is working with several local trucking companies to customize a recruitment to meet their needs for CDL-A Drivers. Work has also been completed with the SUNY Oswego Capstone Group and the One-Stop will be developing a new marketing strategy.

4) Business Customer Satisfaction Report – Kim Sizemore

31 surveys were sent out this quarter, and 13 returned. Most employers were satisfied with the services.

5) Director's Report – Chena Tucker

Chena introduce three new board members: John Halleron, Katie Toomey, and Igor Kasovski. Skill up Oswego County 2.0 was discussed. A grant was submitted to the Shineman Foundation for \$66,900. This would cover Metrix online learning portal for 1 year, marketing campaign which would include advertising and updating the one stop website, televisions, and soft skills training. The county would match \$25,000. The Skill up Initiative that was done in Albany was discussed. A demonstration was done at the Executive Committee and many found the Metrix Online learning to be useful. A demonstration will be done at the Full Board meeting as well. Chris Weaver will send out the link of the Albany Skill up Initiative. The Annual Report has been completed.

6) Roundtable Update – All

Since there were new committee members in attendance, each board member gave a short introduction on what they do and their role in the community. Pathfinder Bank has been growing and will keep on growing. The meeting was adjourned at 9:27 a.m.

7) Next Meeting: May 16, 2018 at 8:00 a.m., The Business Resource Center, 121 E. 1st St., Oswego, NY