

**Workforce Development Board of Oswego County
Business Development Committee Meeting
Wednesday, November 16, 2016
Room 104 Rich Hall, SUNY Oswego**

'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, Joseph Fiumara, Joseph Rotella, Kim Sizemore, Chad Whelsky, Daisy Ruiz

Joseph Rotella called the meeting to order at 8:17 a.m.

1) Approval of Meeting Minutes from August 17, 2016

Joseph Fiumara made a motion to approve the minutes. Eric Behling seconded the motion. The motion was carried.

2) Training Update – Chad Whelsky

The training update covers PY July 1st through September 30th. There are currently 8 OJTs (on the job training) from a variety of programs with Huhtamaki, ECO-Foam Insulators (previously a BOCES student), Pathfinder Bank, and The Manor at Seneca Hill. Roughly \$30,000 has been spent for this quarter. The One-Stop continues to be a location that Novelis uses for prescreening and interviewing potential employees. K&N Foods had a recruiting session at the One-Stop where roughly 25 people showed up.

3) Business Services Team Update – Chad Whelsky

63 Business have been served during the 1st quarter. Novelis and GDI has used a lot of these services. The Training & Careers Expo will be held at CiTi on March 22, 2017. This is targeted for 11th and 12th graders so they can know that there is local training opportunities for local positions in businesses. Last year 105-200 youths attended, so the goal is to have at least that many this coming year.

4) Business Customer Satisfaction Survey – Chad Whelsky

40 surveys were sent out this quarter and only 8 were returned. From those 8 that were returned, there was positive feedback.

5) Board Update – Joseph Rotella

Joseph Rotella had met with Mike Treadwell and Carla DeShaw, CCC wants to create an advanced manufacturing lab at the Fulton campus. The manufacturing lab would help with creating a career ladder for many individuals. Around \$1 million would be needed for the lab. Joseph Fiumara made a motion to support Cayuga Community College's initiative to write and submit a URI grant application. Eric Behling seconded the motion, the motion was carried. The Promise Grant application was submitted, and the Board is still waiting to hear back about it. The WDB survey is done. There were 54 responses. The goal is to get a summary of the survey results and a presentation during the Executive Committee meeting. Chena Tucker is currently enrolled in the MBA program and one her courses will involve the survey. This report will hopefully be able to be used to help write grants.

6) Roundtable Update – All

There was nothing to report at this time. Joseph Fiumara made a motion to adjourn. Eric Behling seconded the motion, the motion was carried. The meeting was adjourned at 9:02 a.m.

7) Next Meeting: February 15, 2016 at 8:00 a.m., location TBD