

**Workforce Development Board of Oswego County
Executive Committee Meeting
Tuesday, March 21, 2017
Room 104 Rich Hall, SUNY Oswego**

'The Executive Committee shall review, approve and take action as appropriate with regard to the WIA program; review, approve and take action as appropriate with regards to its finances, recommend designation of One Stop System Operator, foster communication and coordination between committees, revise the by-laws, as required, evaluate committee and CEO performance, oversee public relations for the Board, and other responsibilities as designated by the Board.'

Minutes

Present: Ed Mervine, Brian Chetney, Dave Lloyd, Sabine Ingerson, Mike Treadwell, Stacy Alvord, Joseph Rotella, Chris Weaver, Chad Whelsky

Ed Mervine called the meeting to order at 8:02 a.m.

1 and 2) Approval of Meeting Minutes from September 14, 2016 and February 7, 2017

Mike Treadwell made a motion to approve the minutes. Brian Chetney seconded the motion. The motion was carried.

3) Review of the RFP Review Committee's recommendation for presentation to the Full Board for approval – Stacy Alvord

One application was received by SUNY Oswego Division of Extended Learning. Robin Duger from the Division of Extended Learning would act as the One-Stop Operator and attend all Workforce Development Board meetings. The committee went through the structured process and it was a unanimous vote. Stacy Alvord made a recommendation to present the application to the Full Board. Sabine Ingerson seconded the motion. The motion was carried.

4) President Stanley's Appointment of Chena Tucker as Executive Director of Workforce Development Board of Oswego County

Ed Mervine mentioned that Chena would make a great replacement and that he, along with the Executive Committee, accept her appointment with enthusiasm.

5) Committee Reports – Chris Weaver

The second quarter ended on December 31, 2016. Everything looks to be on track. The only issue is with the Youth Program. There has been youth who have missed time so they need to be reengaged or new youth need to be brought into the

program. The One-Stop is beginning to tap into the Business/County Funds. They have been able to use grant money prior to this. The 2017 Program Year Allocations have been released. It is anticipated that the One-Stop will receive a 1.9% increase in funding due to Oswego County only seeing a slight increase in job retention. The IBEST Certified Nursing Assistant Program targets individuals who lack the reading and math skills required to enroll in a regular CNA program. 10 individuals in the first round of the program. Out of those 10, 7 attained employment. 2 finished the course but did not pass the test, but they do plan on retaking the test. The 2nd round of participants in the program are waiting for their test results. The Oswego County “Skill Up” Initiative has been going on since March 1st and will end on June 30th. Anyone who lives in Oswego County who is looking to improve their skills is able to use Metrix Online Learning. In the first 2 weeks, 360 individuals registered and 110 courses have been completed. The One-Stop is requesting to transfer \$25,000 from the WIOA dislocated Worker Program to the Adult Program. The transfer will not prevent dislocated workers from being served. Mike Treadwell made a motion to approve the transfer. Dave Lloyd seconded the motion. The motion was carried. The Needs-Related-Payments Policy is used very rarely and in situations when an individual needs help to complete a One-Stop program. The stipend is \$145 per week or the actual Unemployment Insurance Rate (whichever is less). Sabine Ingerson made a motion to bring the policy to the Full Board. Ed Mervine seconded the motion. The motion was carried.

6) Director’s Report – Joe Rotella

At the Full Board meeting Stathis Kefallonitis and Chena Tucker will be going over some of the results learned from the MBA study to Oswego County employers. The Partners have met to discuss the intent of the MOU, which is what services are being provided, who is providing those services, and how. The 1st part is due on June 30th. The 2017 Youth Summit was cancelled due to the weather. The committee is looking to reschedule the Summit to March 17th. So far 5 districts have been able to commit to that date. The 2017 Careers & Training Expo is for juniors and seniors who were undecided on what they wanted to do once they graduate. There were representatives from health, energy, manufacturing, and skill trades. Next year the committee will be looking to add Hospitality and Banking. The first move will be happening in early April and the 2nd move will be happening around June.

7) Roundtable Discussion and Comments

There was nothing else to add. Meeting adjourned at 9:25 a.m.

8) Next Meeting: Wednesday, June 7, 2017, 8:00 a.m., Location T.B.D.