

**Workforce Development Board of Oswego County  
Full Board Meeting  
Wednesday, March 23, 2017  
SUNY Oswego, 118 Rich Hall**

***The mission of the Workforce Development Board of Oswego County is to attract, develop and maintain a qualified workforce for the Oswego County community, to assist in economic development by convening community leaders to engage in strategic planning and facilitating dialogue to educate and train the workforce needed by today's and tomorrow's businesses.***

***PRESENT***

Stacy Alvord	David Goodness	Donald Morgan
Eric Behling	Phil Church	Diane Cooper-Currier
Jessica Behling	Edward Mervine	Jill Pippin
Shane Broadwell	Greg Hilton	Kris Smith
Brian Chetney	Sabine Ingerson	Christopher Todd
Wagner Dotto	Dave Lloyd	Garrette Weiss
Krista Fox	James Marco	

***EXCUSED:***

Patrick Carroll	Carla DeShaw	Patrick Sheppard
Christopher Nelson	Joseph Fiumara	Louise Swanson
Paige Cochrane	Joseph Murabito	Michael Treadwell
Krista Fox	Robin Hansen	Karen Goetz
Tim Hardy	Bruce Phelps	Juanita Perez Williams

***OTHERS:***

Pamela Caraccioli	Joseph Rotella	Daisy Ruiz
Adam King	Alicia King	Alan Harris
Peter Naughton	Chris Weaver	Amanda Saternow
Stathis Kefallonitis	Chad Whelsky	Chena Tucker

## Minutes

### 1) Welcome

Ed Mervine called the meeting to order at 8:04 a.m. and welcomed everyone to SUNY Oswego. There were roundtable introductions. Ed established a quorum.

### 2) One-Stop Operator RFP results – Joe Rotella

Joseph Rotella discussed the WIOA mandated Request for Proposal (RFP) and the objective scoring tool used. The proposal was presented to and reviewed by an unbiased RFP subcommittee on March 8<sup>th</sup>. One application was received by the SUNY Oswego Division of Extended Learning. The Division of Extended Learning offers a Program Manager, Robin Duger, to fulfill the duties of the One-Stop Operator, including attending all Workforce Development Board meetings. Board member, Jill Pippin recuses herself from any One-Stop Operator oversight. Career & Training services will still be run by the county.

***A motion was made by Don Morgan to accept the Executive Board recommendation to award the One-Stop Operator RFP to SUNY Oswego Division of Extended Learning. Dave Lloyd seconded the motion. Jill Pippin abstained. The motion was carried.***

### 3) Executive Director Appointment - Ed Mervine

Pamela Caraccioli discussed the transition in leadership as Joseph Rotella has announced his retirement, and President Stanley has appointed Chena Tucker to serve as the Executive Director of the Workforce Development Board of Oswego County. Pam Caraccioli thanked Joe for his hard work and many accomplishments, and enthusiastically embraces Chena Tucker to step into this role. Ed Mervine gave thanks to Joe Rotella for all of his work, and that he, along with the Executive Committee, accept Chena Tucker's appointment with enthusiasm.

### 4) Approval of Full Board minutes from December 21, 2016.

A motion was made by Eric Behling to approve the minutes and seconded by Brian Chetney. The motion was carried.

### 5) Executive Committee Reports – Chris Weaver

#### I. Financial Reports

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. 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 return. New York State as a whole has lost 8.4% of its funding.

***A motion was made by Jill Pippin to approve the Financial Reports. Wagner Dotto seconded the motion. The motion was carried.***

II. One Stop Activities Update

IBEST Certified Nursing Assistant Program targets individuals who lack the reading and math skills required to enroll in a regular CNA program. Out of the 10 individuals in the first program, 7 attained employment. 2 finished the course but did not pass the test, and plan to re-take it. The 2<sup>nd</sup> round of participants are waiting for their test results. The Oswego County “Skill Up” Initiative has been going on since March 1<sup>st</sup> and will end June 30<sup>th</sup>. In the first 2 weeks, 360 individuals registered and 110 courses have been completed.

***A motion was made by Greg Hilton to approve the One Stop Activities Update. Sabine Ingerson seconded the motion. The motion was carried.***

III. NRP Policy

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).

***A motion was made by Brian Chetney to approve the NRP Policy. Don Morgan seconded the motion. The motion was carried.***

## 6) Subcommittee Reports

I. Business Development and Oswego County Economic Development News—Mike Treadwell; Mike Treadwell was unable to attend.

II. Partners Roundtable – Sabine Ingerson

Currently we are in the process of learning the new WIOA regulations and the MOU process. Currently we are in phase 1 of the MOU, which is to be completed by 6/30/17. This phase is understanding the partners are, what their role is, what services they provide, and how. Phase 2 of the MOU is based more on the actual resources, and will be completed by the end of the year.

III. Skills & Training – Dave Lloyd

Funding is based on ability to be continually employed. 56<sup>th</sup> grade students were enrolled in the PTech program through CiTi Boces. 34 out of the 56 passed the English regents.

IV. Youth Council – Brian Chetney

The Youth Summit was cancelled due to weather conditions, and has been re-scheduled for May 17<sup>th</sup>. Seven out of the nine districts have committed to coming back, and most presenters are planning to return as well. The Career Training &

Expo was held yesterday, March 22<sup>nd</sup>. 126 juniors and seniors attended to learn about careers they could pursue with a degree/training of 2 years or less. There was excellent feedback from counselors. Looking to grow this in the future by possibly adding tourism, hospitality and construction.

#### **7) Trades Update – Don Morgan**

All trades are involved in the shutdown at Nine Mile. Very busy and doing much better than last year. There is a lot of work available to members. There is still opposition to nuclear power. Many local are assembly people, along with trades groups from the Syracuse Rochester recently attended a Clean Energy Standards meeting in Albany, where they spoke on the benefits of nuclear power.

#### **8) Directors Report – Joseph Rotella**

- I. WDB Employer Survey – Stathis Kefallonitis, Chena Tucker  
The MBA Study is near completion and will soon be in review for publication. Full presentation scheduled at the Full Board Meeting in June.

#### **9) Roundtable Discussion and Comments**

Nothing to discuss at this time.

**14) Meeting adjourned at 9:35 a.m. Next meeting: Wednesday, June 21, 2017 – 8:00 a.m. Location: The Business Resource Center, 121 East 1<sup>st</sup> Street, Oswego.**