

**Workforce Development Board of Oswego County
Partners Roundtable Committee Meeting
Wednesday, February 1, 2017
Room 104 Rich Hall, SUNY Oswego**

'The Partners' Roundtable shall focus on services to customers that would reduce duplication and save money that could be reinvested into the system; identify and implement "best practice" customer service strategies to universal population; oversee public relations for the partners; and annually negotiate and prepare the MOU and cost allocation plan among the partners.'

Minutes

Present: Sabine Ingerson, Diane Cooper-Currier, Peter Naughton, Joseph Rotella, Patrick Sheppard (via telephone), Chris Weaver, Chad Whelsky,

Sabine Ingerson called the meeting to order at 8:05 a.m.

1) Approval of Meeting Minutes from November 2, 2016

Diane Cooper-Currier made a motion to approve the minutes with the adjustments made. Peter Naughton seconded the motion. The motion was carried.

2) Goals and Objectives Review- Chris Weaver

The One-Stop is working with the Oswego County Poverty Reduction Task Force, WDB, and NY Wired for Education on a Skill Up NY Initiative for Oswego County. The will have an unlimited 6 month license to Metrix. The One-Stop is also beginning the process for the 2017 TANF Summer Employment Program. The first I-BEST CNA program has been completed. 10 out of the 11 students that were enrolled completed the work. 7 out of those 10 entered employment. The next class will begin February 8th.

3) One-Stop Center Activity Report- Chris Weaver

So far, \$202,222.79 has been paid out to partner agencies. This is a data collection year. One-Stop will be held to Performance Measure standards effective July 1, 2017.

4) PY 16– Training Plan Update- Chris Weaver

The report covers through December 31, 2016. The numbers are currently on track, but OJT is a little low since there hasn't been a high demand from employers. The One-Stop has currently served 127 individuals.

5) Discussion pertaining to MOU between Local Workforce Board and Mandated Partners- Chris Weaver and Joe Rotella

The committee has to work together and figure out which partner agency is delivering what service and how are they delivering those services. The partner agencies have to come to an understanding and an agreement and be able to articulate what are the shared expenses and costs with the delivery of the services. The committee worked on a spreadsheet to begin the discussion of who are the partner agencies and the contact person for each. There were some sections that still need to be filled. A google document will be created and shared with the committee to update any partner agencies, roles, contact person, and a description of the services they provide. The committee will have to meet again in late February to continue this process.

6) WDB Update- Joseph Rotella

This was nothing additional to add. Meeting adjourned at 9:28 a.m.

7) Next Meeting: February 1, 2016, location TBD