

**Workforce Development Board of Oswego County  
Partners Roundtable Committee Meeting  
Wednesday, May 4, 2016  
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: Stacy Alvord, Garrette Weiss, Juanita Perez Williams (via phone), Chris Weaver, Joseph Rotella, Chena Tucker, Daisy Ruiz

Joe Rotella called the meeting to order at 8:10 a.m.

**1) Approval of Meeting Minutes from February 3, 2016**

Garrette Weiss made a motion to approve the minutes. Chris Weaver seconded the motion. The motion was carried.

**2) Goals and Objectives Review- Chris Weaver**

WIOA regulations are still not out. There will be a WIOA event on May 10, 2016. The 2016 allocations are down by \$13,564. All performance measures are being met and the NYS Customer Service Indicators should be met by June. On June 15, there will be a Tools of the Trade event held at SUNY Oswego Phoenix Center. This event is made up of workshops for service providers who work with people with disabilities. 9 out of 10 students will be completing the Advanced Manufacturing Certificate program. There will be another Advanced Manufacturing Certificate program hopefully beginning in mid-May. Cayuga Community College is still waiting to hear back on the Lab grant they had applied for. The allocations are still not out yet for the 2016 summer TANF program. Approximately 200 youth will be served. WDB has applied for a federal grant of \$236,000 to establish an Educational Opportunity Center at the One-Stop. The grant would help to increase enrollment in post-secondary education. The One-Stop is working with NY Wired for Education to have enhancement to the Metrix on-line learning system. Enhancements include cognitive assessment such as Amatrol, which is an advance manufacturing training. Having a grant writer would be beneficial to the One-Stop. There was discussion about how the Workforce Development Board could make it happen and who they could team up with to help with this. There is a possibility that the Office of Business and

Community Relations could help, possibly structure a training. All vacancies have been filled at the One-Stop.

**3) One-Stop Center Activity Report-** Chris Weaver

Chris reviewed the activity report. This document shows the money that goes to the partner agencies. CiTi continues to have the highest number of referrals. The amount of money obligated needs to be updated for Oswego County Opportunities. It is now just under \$35,000.

**4) PY 15 – Training Plan Update-** Chris Weaver

Chris reviewed the training plan update. Things are on target. A lot of employers are posting jobs for on the job training, but the numbers are a little lower than usual. The instructors for the computer classes used to be paid a flat rate. Due to the changing regulations, instructors are now paid per person. There are still computer classes going on, but not as many as there used to be. Garrette Weiss would like to thank Peter Naughton for doing a great job on sending out a weekly listing of jobs as well as programs that are going on at the One-Stop. Before, only a number of people would get it, but now there are a lot of teachers who get it, which allows them to pass on that information to their students.

**5) Update MOU's and Cost Allocations-** Chris/Joe

There are no major updates for this. But the Workforce Development Board is making sure to stay up to date.

**6) WDB Update-** Joe Rotella

The MBA Study was discussed. Joe and Chena are currently waiting to review the final version of the survey before sending it out to businesses. A database has been created of the Top 100 businesses in Oswego County. Personal calls will be made to the businesses to let them know that a survey will be sent out to them and to keep an eye out for it. Hopefully, the survey will be out early next week and have results back by the end of May. This survey will be able to help create a new Strategic Plan for the Workforce Development Board as well as be useful in writing grants. Meeting adjourned at 8:55 a.m.

**7) Next Meeting:** August 3, 2016, location 104 Rich Hall