

**Workforce Development Board of Oswego County
Skills and Training Committee Meeting
Tuesday, January 16, 2018 8:00 a.m.
Business Resource Center, 121 East 1st St**

“The Skills and Training Committee shall review and approve training programs, oversee training providers inventory, evaluate training providers and programs, identify strategies for addressing skill gaps, issue consumer report cards for programs, oversee the implementation of strategic plan and monitor training program performance.”

Minutes

Present: Dave Lloyd, Pat Carroll, John Babcock, Christine Prevost, Chena Tucker, Chris Weaver, Garrette Weiss, Chad Whelsky

Dave Lloyd called the meeting to order at 8:02 a.m.

1) Approval of Meeting Minutes from October 24, 2017

Garrette Weiss made a motion to approve the minutes. Pat Carrol seconded the motion. The motion was carried.

2) PY-17 Training Allocation Update- John Babcock

Allocation update: John reviewed the allocation of funds as of 11/30/17. There are no concerns and obligation rates are on target. Total of 106 have been served YTD, total planned funding level of \$240,409.

Customer Training Survey feedback: Nothing requiring attention at this time. Very few survey returns, 27 mailed and only 3 received back. John is currently working on sending an electronic version of the survey to 29 individuals, and will send update of those results.

4) One-Stop Center Customer Satisfaction Summary Report - John Babcock

John reviewed the Customer Feedback Reports from October – December 2017. Information was positive with majority of individuals being overall satisfied. A total of 90 cards were received this quarter.

5) Computer Workshop Survey Results – John Babcock

John reviewed the Computer Workshop survey results from October, November, and December. Overall comments were good. This survey is done in a different format which rates items on a 1-5 scale. Discussion took place about re-visiting the survey formats to see if they could be combined into one.

6) Directors Report – Chena Tucker

A meeting was held with Ed Mervine to discuss the stated objectives for each of the Workforce Development Board Committees to ensure the committees are focusing on those objectives. Chena recently delivered a presentation on the MBA Survey results to the local Economic Development Council, and is currently working with the One-Stop to develop a 50K grant to be submitted on behalf of Oswego County to support and enhance the local workforce services and systems at the One-Stop Center. Chena also gave an overview of the workforce team strategies and current tasks on hand to keep board members informed and up-to-date.

7) Roundtable Update – All

Dave Lloyd discussed an article that was released in the Post Standard regarding the need for workforce training in 2018. Garrette announced the start of an Industrial Electrical Technologies Program at CiTi. John Babcock has scheduled an informational session on advanced manufacturing, flyer will be sent electronically. Chad stated that the Training and Career Expo will be held at SUNY Oswego in the Swetman Gym on March 14th. This will be the first year the Expo will be done in a trade show format, with additional industry centers added as well. There was nothing else to report at this time. John Babcock made a motion to adjourn. Garrette Weiss seconded the motion. The motion was carried. Meeting adjourned at 9:46 a.m. Next meeting is scheduled April 17, 2018, 8:00 a.m., at Business Resource Center, 121 East 1st St.