

**Workforce Development Board of Oswego County  
Skills and Training Committee Meeting  
Tuesday, October 24, 2017 8:00 a.m.  
Business Resource Center, 121 East 1<sup>st</sup> 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, Robin Hansen, Krista Fox, Greg Hilton, Don Morgan, Jill Pippin, Christine Prevost, Kris Smith, Robin Dugar, Chris Weaver, Garrette Weiss, Chad Whelsky

Dave Lloyd called the meeting to order at 8:00 a.m.

**1) Approval of Meeting Minutes from July 18, 2017**

Don Morgan made a motion to approve the minutes. Greg Hilton seconded the motion. The motion was carried.

**2) Performance Measures- John Babcock**

PY 2016 was used to collect data with performance goals at zero. Performance goals not yet established for this year, and again negotiated to zero as we continue with another year of data collection which will determine how we will be measured.

**3) PY-16 Training/Allocation Update- John Babcock**

Allocation update: John reviewed the allocation of funds for PY17, there are no concerns and obligation rates have been met. Total of 84 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, 36 mailed and only 3 received back. 1 out of the 3 is not working due to pursuing further education; 2 are currently employed. A suggestion from the committee was made to provide an electronic survey response option in addition to the hard copy.

**4) Customer Feedback Report - John Babcock**

John reviewed the Customer Feedback Reports from July and August for computer classes, which are handed out on sight. Information was positive, with majority of individuals being overall satisfied. Computer workshops attended included: Microsoft Word, Excel, Introduction to Computers, QuickBooks, and Internet Job Search.

**5) Directors Report – Chad Whelsky**

Chad Whelsky delivered updates on behalf of Chena Tucker. An All-Call regarding the LIFT and Alliance RFP's recently released took place on October 11<sup>th</sup> at the Business Resource Center to discuss ideas on submitting a consolidated effort/proposal. Proposals submissions due October 30<sup>th</sup>. The Local Strategic Plan is complete and ready to be reviewed by the State. The plan is also being distributed to Workforce Board members for review. There will be a 30 day public notice prepared. The Service Delivery portion of the MOU

was submitted and approved by the State, and we are currently working on the IFA (Infrastructure Funding Agreement) portion. The Youth Summit has been scheduled for May 16<sup>th</sup> at SUNY Oswego. The Career & Training Expo has a tentative date of March 14<sup>th</sup>. OBCR staff recently attended the 2017 NYATEP conference that was held on October 16<sup>th</sup>, 17<sup>th</sup>, and 18<sup>th</sup>

**6) Roundtable Update – All**

Robin Hansen discussed concerns with the increasing lack of drivers Penske is experiencing, and is currently working with Chris Weaver to develop a program that incorporates customized training for CDL. Greg Hilton reported a growing difficulty in filling electrical jobs, even entry level. Jill Pippin discussed SUNY Oswego is currently working to offer credit based micro-credentials that will be geared toward specific skills and employer needs.

Robin Hansen made a motion to adjourn the meeting. Jill Pippin seconded the motion. The motion was carried. Meeting adjourned at 9:11 a.m. Next meeting is scheduled January 16, 2017, 8:00 a.m., at Business Resource Center, 121 East 1<sup>st</sup> Street