

Capital Region Workforce Development Board

October 30, 2020 – Meeting Minutes

Meeting Called to Order – Ian Glasgow:

Ian Glasgow called to order the Capital Region Workforce Development Board meeting at 1:02 P.M. on October 30th, 2020.

Present Board Members: Mary Blais Neenah Bland, Paul Brady, Scott Brazie, Katie Decker, Sonya Del Peral, Lee Eck, Leola Edelin, Ian Glasgow, Penny Hill, Maria Huntington, Cheri Jones, Katherine Maciol, Joseph McDonald, Denise Padula, Phil Stenglein, Joella Viscusi, Amanda Vitullo, Mark Westcott, and Sarah Wilson-Sparrow.

Absent Board Members: Colleen Costello, and Dick Schlansker.

Staff Member Present: Jennifer Bargy, Bailey Gardiner, Jonathan Jones, Michael McLaughlin, Raphael Tucker, and Brian Williams

Guests: Kevin Alexander, Megan Daley, Jim Hurley, Josh Kowalski, Nathan Mandsager, and Crickett Thomas-O'Dell,

Secretary's Report:

Denise Padula made a motion to approve the board minutes from 8/21/2020, it was seconded by Mark Westcott. All approved, motion carried.

Presentations:

Josh Kowalski from the Port of Coeymans and Megan Daley from the Port of Albany presented on Off Shore Wind Projects at each location. Their presentations are attached. Both ports are working on developing off shore wind projects that will generate hundreds of jobs and increase workforce in the capital district. They are seeking help in support from the WDB and its various partners to help with employment, training, and economic growth.

Youth Contracts:

The existing Youth Programs, that were approved last year by the WDB, have the opportunity to renew their contract and funding for FY 2020-2021. Jennifer Bargy proposed that the WDB extend its WIOA Youth Contracts for the Social Enterprise and Training (SEAT) Center and the Boys and Girls Club in Schenectady. Brian Williams proposed that the WDB extend its WIOA Youth Contract to the Commission on Economic Growth and the ARC of Rensselaer Co. Albany's contracts were delayed last year, therefore their contracts are not ready to be renewed. Jonathan Jones will report at the next meeting. Joseph McDonald ask to clarify what the board's role was regarding this contract renewal. Brian Williams explained the approval process that took place last year through the ad hoc committee. These programs were previously approved by the board and are expected to meet benchmarks established by WIOA and the applicants. Maria Huntington made a motion to approve the extension of the Youth Contracts for Rensselaer and Schenectady Counties, and Cheri Jones seconded. None opposed, but Katherine Maciol abstained. Motion carried.

Virtual Job Fair:

Jennifer Bargy proposed that the WDB purchase a subscription to Virtual Premier, a platform for hosting online events. All three counties would participate in a virtual job fair since these are not taking place face-to-face. Purchasing the program for one job fair would cost \$4,000, but the annual subscription is \$15,000 and has unlimited use. Jennifer explained that the board still had \$16,000 in unspent funds for the 2019-2020 budget. She recommended using these funds to pay for an annual subscription so the staff can conduct job fairs during COVID and throughout the rest of 2020-2021. Katie Decker made a motion to amend and adjust the 2019-2020 budget to reflect the purchase of Virtual Premier in the amount of \$15,000. John McDonald seconded, none opposed, none abstained, motion carried.

Policy Committee Report:

The Policy committee began to discuss changes to the bylaws that came from the Department of Labor. We briefly discussed adding in their recommendations including the physical address, Proxies, Liability and Indemnification. The board briefly discussed board committees as well, but due to time constraints, this report was tabled and no changes were voted on. The Policy Committee will report again at the next board meeting on December 11th, 2020.

Adhoc Committee for Employee of Record:

Brian Williams reached out to CDRPC and he stated their Board is working through the Rensselaer County Attorney on contract language at this point (some sticking points on liability, costs if the ED leaves, etc). Their Executive Committee is in full support of becoming the Employer of Records, and are working with HR to make sure everything is laid out correctly.

Executive Session:

At 2:17 PM, Mark Westcott made a motion to move into Executive Session, and it was seconded by Katie Decker. All approved, motion carried.

At 2:28 PM Leola Edelin made a motion to move out of Executive Session, and it was seconded by Paul Brady. All approved, motion carried.

New Business:

Next meeting, Phil S. and Lee E. will share info on the pre-apprenticeship program and trades school in the South End of Albany. The program is also related to the Port project.

Next meeting: Friday, December 11th, 2020 via Zoom.

Meeting Adjourn:

Leola Edelin made a motion to adjourn the meeting. It was 2nd by Katie Decker. All approved, none opposed. Motion carried.