

# Capital Region Workforce Development Board

Friday, April 9, 2021 – Virtual (Zoom) Meeting Minutes

## Meeting Called to Order:

- Ian Glasgow called to order the Capital Region Workforce Development Board meeting at 1:02pm on April 9, 2021 via Zoom

## Introduction of Workforce Partnership group to Board members and purpose

*Presented by Nathan Mandsager- Schenectady ARC- presented on Employee Resource Network to decrease turnover, better workforce culture, and improve performance.*

## Roll Call:

### Board Attendance: (Members in attendance indicated with an x)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Mary Blais, NYS Dept. of Labor       | <input type="checkbox"/> Jim Hurley, Home Instead                                |
| <input type="checkbox"/> Neenah Bland, ACAP                              | <input checked="" type="checkbox"/> Chari Jones, SCAP                            |
| <input checked="" type="checkbox"/> Paul Brady, Schenectady County DSS   | <input checked="" type="checkbox"/> Katherine Maciol, CEO                        |
| <input checked="" type="checkbox"/> Scott Brazie, ACCES-VR               | <input checked="" type="checkbox"/> Nathan Mandsager, Schenectady ARC            |
| <input checked="" type="checkbox"/> Colleen Costello, Vital Vio, Inc.    | <input checked="" type="checkbox"/> Joseph McDonald, Maria College               |
| <input checked="" type="checkbox"/> Katie Decker, CDPHP                  | <input checked="" type="checkbox"/> Denise Padula, Alchar Printing Group         |
| <input checked="" type="checkbox"/> Sonya Del Peral, Nine Pin Ciderworks | <input type="checkbox"/> Dick Schlansker, Plank, LLC                             |
| <input type="checkbox"/> Lee Eck, IUPAT DC-9                             | <input checked="" type="checkbox"/> Phil Stenglein, SMWIA 83 (Sheet Metal Union) |
| <input type="checkbox"/> Leola Edelin, Renaissance Hotel                 | <input checked="" type="checkbox"/> Joella Viscusi, Ambient Environmental, Inc.  |
| <input type="checkbox"/> Sharon Gerasia, Golub Corporation               | <input checked="" type="checkbox"/> Amanda Vitullo, Center for Economic Growth   |
| <input checked="" type="checkbox"/> Ian Glasgow, Next Advance            | <input checked="" type="checkbox"/> Maggie Walker, Amazon                        |
| <input checked="" type="checkbox"/> Penny Hill, HVCC                     | <input checked="" type="checkbox"/> Mark Westcott, TCI of NY LLC                 |
| <input checked="" type="checkbox"/> Maria Huntington, Cap. Reg. BOCES    | <input checked="" type="checkbox"/> Sarah Wilson-Sparrow, SUNY Schenectady       |

## Roll Call (continued):

### Staff Attendance: (Members in attendance indicated with an x)

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Susan Gallagher –Dept. of Labor   | <input checked="" type="checkbox"/> Bailey Gardiner, Schenectady County |
| <input checked="" type="checkbox"/> Elizabeth Harris- City of Albany  | <input checked="" type="checkbox"/> Mary Kalica, City of Albany         |
| <input checked="" type="checkbox"/> Raphael Tucker, City of Albany    | <input checked="" type="checkbox"/> Michael McLaughlin, Albany County   |
| <input checked="" type="checkbox"/> Brian Williams, Rensselaer County |   |

### Guest Attendance: (Members in attendance indicated with an x – those who were in the partnership meeting included)

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Katte DeMuth (ACCES-VR) | <input checked="" type="checkbox"/> Alise Gell (Dept. of Social Services) |
| <input checked="" type="checkbox"/> Elise Martin, SCAP      | <input checked="" type="checkbox"/> Crickett Thomas-O'Dell, WD            |

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## Approval of Minutes:

Chari Jones made a motion to approve the board minutes from the February 5<sup>th</sup> 2021 meeting, it was seconded by Phil Stenglein. All approved, none opposed or abstained; motion carried.

## Policy & Oversight Committee:

*Presented by Mary Blais*

**Priority of Service Policy:** This policy determines the “order of services” in the Career Centers. It is as followed: veterans, eligible spouse of veterans, those who are basic skills deficient, those on public assistance, and other low income residents. All in favor, policy approved and adopted.

**Individual Training Account:** This policy sets the dollar amount that each individual is eligible to receive and put towards workforce training. The committee would like to increase this dollar amount from \$1,500 to \$4,000. This dollar amount was suggested based off other regional comparisons, communicating with training provider, and the existing costs of programs. Joseph McDonald abstained. The policy was approved and adopted.

**On the Job Training (OJT):** The committee is requesting that we updated the OJT manual, especially on page 6 where it discusses the dollar amount in which an employer receives during a new employee probation period. The existing language is \$13 per hours towards supervision and training. The committee proposes changing the language to read “\$2 more than the NYS minimum wage”. This will allow the policy to stay relevant if the minimum wage continues to change. All in favor, policy approved and adopted.

**Economic Self Sufficiency:** This is the policy for providing funding to employed individuals who earn less than an hourly wage that determines self-sufficiency. The existing hourly wage is \$18 per hour. The committee is suggesting \$25 per hour. This dollar amount was based off of existing policy from other local board. We were the lowest dollar amount and it had not been updated for several years. \$25 more accurate for the current workforce. Joseph McDonald abstained. They policy was approved and adopted.

**Staff Training and Development:** All staff will be trained on these policy annually. The Career Center management team will be responsible for conducting the training and ensure new and existing staff are trained.

## Report from Youth & Emerging Worker committee & funding recommendations

*Presented by Denise Padula( The committees report was sent out with previous board notes)*

*Committee meet on March 8<sup>th</sup> and need identify programs that are offering program.*

**Jonathan Jones** presented City of Albany Programs that included Summer Youth Employment Programs, Girls with Impact, The League, the Youth Opportunity Office, BOCES and Compass Rose.

**Jim Church Questar III/BOCES** presented on Youth Apprenticeship Program- HVAC, Construction Tech, Welding, Heavy Equipment Operator.

The Committee would like to have Potential Guest Speaker to talk about their services for the youth. .The next meeting is May 17<sup>th</sup> and the discussion will be in regards to the upcoming WIOA RFP and a new chairperson.

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## **Board Chair & Executive Director's Report:**

**Career Fairs:** The staff has complete three virtual job fairs with about 550 job seekers and more than 300 employers. They also completed one specifically for the reentry population. The virtual platform that was purchased in the fall has worked very well. Additionally, there's an outdoor job fair that's scheduled to take place late April.

Brian has been working on doing a Career Jam, similar to the one done in Saratoga County. It was supported through WDI and planned for 2019 and then COVID hit, and it was obviously postponed. There will be a virtual event held for adult through June of 2020. HVCC will have an outdoor job fair at the end of April as well. This may be the last face-to-face career fair. A lot of business are enjoying the virtual platform. The local career centers have been connecting with each other to offer more targeted workshops like cover letter that would be co-facilitated between the career centers. These are being done on a monthly basis.

**Advocacy:** The Governor's NYS budget includes the renewal of \$175 million for Workforce development funding. A few years ago, NY was the only state not providing state funding in workforce development. This will get more dollars out to business and training providers to offer more in demand training opportunities. Brian has been working with Mark Westcott from the Port of Coeymans about a "Learn and Earn" program for potential employees. Brian will also be connecting with Penny from HVCC and Amanda from CEG to define what that programs looks like..

**Website:** Brian has been working with the Website developer and it's pretty close to being finalized within a month. They have update the staff e-mail since they are tired to the website. Brian will give an update once he knows more.

**Summer Youth Employment:** was also included in the State budget. There was a slight increase to cover minimum wage. More to come

## **Other Business & Information Sharing**

- Phil S. and Cricket gave an update on the Albany MAPP program in the South End of Albany. They secured \$200,000 in financing from Assemblyman McDonald, Assemblywoman Fahy, Senator Breslin, and WDI. There will be an open house on May 12<sup>th</sup> at the old Kastleman building. The program is being duplicated by the MAPP program in Rochester and Long Island.

## **Next Meeting:**

- Friday, June 11<sup>th</sup> at 1pm.

## **Meeting Adjournment:**

Maria Huntington made a motion to adjourn the meeting, it was seconded by Mary Blais. All approved, none opposed or abstained; motion carried.