

Capital Region Workforce Development Board

Friday, September 16, 2022 – Virtual (Zoom) Meeting Minutes

Meeting Called to Order:

- Ian Glasgow called to order the Capital Region Workforce Development Board meeting at 1:00pm on September 16, 2022 via Zoom

Roll Call:

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

- | | |
|--|--|
| <input checked="" type="checkbox"/> Neenah Bland, ACAP | <input type="checkbox"/> Maria Huntington, Cap. Reg. BOCES |
| <input checked="" type="checkbox"/> Sharon Bonk, Golub Corporation | <input checked="" type="checkbox"/> Jim Hurley, Home Instead |
| <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"/> Graig Carbino, CapCom FCU | <input type="checkbox"/> Elisa Martin, SCAP |
| <input type="checkbox"/> Colleen Costello, Vital Vio, Inc. | <input checked="" type="checkbox"/> Michael Mastropietro, IBEW Local 236 |
| <input checked="" type="checkbox"/> Sonya Del Peral, Nine Pin Ciderworks | <input checked="" type="checkbox"/> Joseph McDonald, Maria College |
| <input checked="" type="checkbox"/> Lee Eck, IUPAT DC-9 | <input checked="" type="checkbox"/> Katie Newcombe, CEG |
| <input checked="" type="checkbox"/> Leola Edelin, Renaissance Hotel | <input type="checkbox"/> Denise Padula, Alchar Printing Group |
| <input checked="" type="checkbox"/> Ian Glasgow, Next Advance | <input checked="" type="checkbox"/> Deanna Simon, NYSDOL |
| <input type="checkbox"/> Nicole Harrington, CDPHP | <input 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"/> Sarah Wilson-Sparrow, SUNY Schenectady |

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

- | | |
|---|---|
| <input checked="" type="checkbox"/> Brian Williams, Executive Director | <input checked="" type="checkbox"/> Amber Robbie- WIOA Fiscal Grant Recipient |
| <input checked="" type="checkbox"/> Adam Slagle, Regional Business Services/Schen | |

Career Center Staff Attendance: *(Members in attendance indicated with an x)*

- | | |
|---|---|
| <input checked="" type="checkbox"/> Jennifer Bargy – Schenectady County | <input checked="" type="checkbox"/> Joe Mazzariello – Rensselaer County |
| <input type="checkbox"/> Bailey Gardiner – Schenectady County | <input type="checkbox"/> Michael McLaughlin, Albany County |
| <input checked="" type="checkbox"/> Elizabeth Harris – City of Albany | <input type="checkbox"/> Luc Rogers – Albany County |
| <input type="checkbox"/> Jonathan Jones- City of Albany | <input checked="" type="checkbox"/> Raphael Tucker, City of Albany |

Guest Attendance: *(Members in attendance indicated with an x)*

- Kevin Alexander – NYSDOL Labor Market Analyst

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Approval of Minutes:

Changes made to draft to note date correction in header and date of next meeting. Jim Hurley made a motion to approve the board minutes from the June 17, 2022 meeting with the noted date changes, it was seconded by Joe McDonald. All approved, none opposed; motion carried.

Sumer Youth Employment Program 2022 Report Out:

Albany: (Raphael Tucker Reporting) City of Albany administers both the City of Albany Summer Youth Employment Program as well as the Albany County TANF SYEP. City program recruitment started in March with a 4-step process with step one online and paper copies and in-person documentation drop off to complete application. Program started with initial applications of 797 (decrease from programs pre-COVID as youth were able to get employment outside the program). All participants were paid \$14/hr. Program ran 5 weeks and started 7/11. Monday through Thursday youth were in work experience at their worksite and Friday youth participated in “Enrichment Fridays” exposing participants to different career planning, education, and life-experience. Total of 65 worksites. Partnered with Board Member from TCI to act as a worksite and youth placed there earned award for participation. Program ended with recognition event on 8/12 with community, worksites, youth and families in attendance. Albany County program had 62 participants working 6 weeks with 14 worksites in Berne, Know, Westerlo, Ravena, Coeymans, Selkirk, Watervliet, Green Island, and Cohoes. Financial literacy provided by Cornell Cooperative Extension and SEFCU. Mr. Glasgow noted that it was a good thing that youth were able to secure employment on their own outside of SYEP.

Rensselaer County: (Joe Mazzariello Reporting) Successful program with increase in participants over last year. 2022 showed 202 youth participants in the 5 program that started on 7/5. Majority of worksites were the same as last year, with two new additions – 518 Change for Youth and Troy drug-free youth coalition. Commissioner visited each job site and was impressed with the interaction with youth and oversight from the worksite supervisor mentors. Focus was working with youth directly and not parents in order to build on the youths’ self-advocacy skills. Participants were surveyed and many were interested in returning next summer to serve as mentors for first-year younger youth.

Schenectady County (Jen Bary Reporting): Thankful to DSS Commissioner for allocating 100% of state funds to program. Many other funds blended in to expand program, including last-minute funding from the City of Schenectady. Able to employ 265 youth and received a total of 479 applications to the program. All youth were paid minimum wage in order to maximize the number of youth served. Partnered with a variety of non-profit, government, and private sector organizations and had a total of 72 worksites that offered youth opportunities including counselor in training, food service, clerical, retail, landscaping positions and more. With the support of the Schenectady City School District, 75 of those youth had the opportunity to engage in a summer work experience. All of those youth were under age 18, 65% were age 14 and 15 and 35% were age 16 and 17; without this support, would likely have not been able to find alternative employment in the community as the vast majority of businesses are only accepting applicants 18 and older with a few accepting youth applicants at age 16. Of the program applicants, 20 obtained employment, have a standing offer of employment, or are in the hiring process with a favorable recommendation from their worksite supervisor. All of the youth who are age 18 and older in the program have been working closely with their Job Coach on entering into ongoing opportunities of employment and training that will offer them future self-sustainability. One success story that stood out amongst the 75 youth who obtained employment through the support of SCSD was Nirielys Lopez-Florez. Nirielys was extremely shy when she began her first work experience at CVS and she was worried about doing the work “correctly.” While nervous during her first meetings with her Job Coach, Nirielys quickly warmed up and proved to be an excellent worker. She stated that she enjoyed the work and that the people at CVS were nice. As she became more comfortable, Nirielys was able to grow her communication skills with her peers, supervisors, and customers. At the conclusion of the program, Nirielys was nominated for Outstanding Employee by her Worksite Supervisor and encouraged to apply for a part-time position and was hired! Post-Covid communication and social skills of youth were noted this summer because of social distancing isolation.

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Question from Mr. McDonald on youth fear of COVID noted. Mr. Tucker noted that parents just said they were afraid. Ms. Bary noted remote learning acted as a challenge for youth to come out of their shells.

Question from Ms. Hill – what was the total regional number of youth served. Mr. Williams stated it was 1,264.

Nomination and voting on Executive Committee Officers for two-year term starting 10/1/2022

Presented by Ian Glasgow

Mr. Glasgow noted that the current Executive Committee Officers have do a great job of steering the WDB and all find it very rewarding. It was also noted that Maria Huntington, the current Secretary has resigned from the Board, as she has moved out of the area. Mr. Glasgow asked Board Members for nominations for the following position:

Officer Position	Board Member Nominated	Nominated by	Seconded by	Result
Chair	Jim Hurley	Ian Glasgow	Penny Hill	All approved, none opposed; no abstentions.

Mr. Glasgow turned the meeting over to newly elected chair, Mr. Hurley.

Ms. Sparrow noted and celebrated all the work of Mr. Glasgow over the past two years. All Board members agreed.

Mr. Hurley, as new Board Chair continued with the nomination process for the following positions:

Officer Position	Board Member Nominated	Nominated by	Seconded by	Result
Vice Chair	Ian Glasgow	Jim Hurley	Lee Eck	All approved, none opposed; no abstentions.
Secretary	No nominations or self-nominations, tabled until December Board meeting			
At-large Member	Leola Edelin	Jim Hurley	Penny Hill	All approved, none opposed; no abstentions.
At-large Member	Sarah Wilson-Sparrow	Jim Hurley	Penny Hill	All approved, none opposed; no abstentions.

Mr. Glasgow encouraged Board Members to think about the position of Secretary and noted how rewarding it was serving on the Executive Committee. Mr. Hurley asked Board Members interested to reach out to Brian Williams for more information.

Youth & Emerging Worker Committee Update:

Presented by Nathan Mandsager/Brian Williams

Committee met with WIOA Youth contractors for updates on enrollments, challenges, outcomes, and feedback on their contracts. Main focus was for Rensselaer and Schenectady youth contractors to present and Committee members to evaluate whether or not contracts should be extended as per the WIOA Youth RFP from 2021. Mr. Williams reminded board members that the reason this time frame today was just for Rensselaer and Schenectady was that we had to re-issue the RFP for Albany due to lack of responses last year and that those contractors are a calendar quarter later. The Committee will be

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evaluating the Albany contractors the next quarter and making recommendation on extensions to the Board at the December meeting.

The Committee is recommending to the Board a one-year extension for all existing Rensselaer County and Schenectady County WIOA youth contracts as noted:

Area	Agency	In/Out-of-School	# Youth
Albany/ Rensselaer/ Schenectady	The Arc of Rensselaer County	In	20
		Out	60
Rensselaer	Boys & Girls Clubs of the Capital Area	In	6
		Out	18
Schenectady	Boys & Girls Clubs of Schenectady	In	25
		Out	30
Schenectady	SEAT Center	Out	22

Joe McDonald made a motion to approve accept the recommendation of the Committee to extend the WIOA Youth contracts for the Rensselaer County and Schenectady County contractors. Discussion: Mr. Glasgow questioned if this was the same process as in the past. Mr. Williams stated that it was and happened last in 2020. No further discussion. Motion was seconded by Sharon Bonk. All approved, none opposed; motion carried.

Mr. Williams stated that this same process will happen for the Albany contractors at the December Board meeting.

Business Services Committee Update:

Presented by WDB Regional Business Services Coordinator Adam Slagle

The Business Services Committee met in September and continues the mission to ensure needs of businesses were being connected to services provided by the workforce development system and Career Centers. Updates on the promotion of business services through the Board and local career centers: three job fairs in Schenectady and the Schenectady Library this summer with 41 employers and 172 job seekers attending. Businesses share sentiment that smaller job fairs allow for better outcomes. Looking to replicate this in both Troy and Albany in the future. Job postings continue with social media postings and allowing as much reach as possible for businesses. On-the-Job Training program is a focus over the next six months to expand this program – allows individuals to be trained by employer directly with a wage reimbursement to the business for that training. Matt Grattan from Plug Power presented to the Committee on the relocation and expansion of the manufacturing facility to Slingerlands this fall. Discussion included Plug Power’s growth and how it ties to workforce development

- Planning for immediate growth (500% in a couple years) has been the main focus
- Expansion of products and services will also lead to job creation and geographical expansion (most think of Plug Power as a local employer, but it’s already global)
- Long-term workforce development: how does Plug Power ensure it maintains its position atop the clean hydrogen energy industry?
 - Partnering with community colleges? Create an associate’s degree in clean energy?
 - Plug Power wants to start even earlier than college → vocational schools, high schools, etc.

Mr. Hurley noted that his business has found very good success at this job fairs sponsored by the WDB lately.

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Mr. Williams reminded Board Members that according to our bylaws, committee are open to anyone interested, not just Board Members, so if anyone had any ideas for individuals to serve on any of our committees, to reach out to him.

Board Chair Report:

Presented by Jim Hurley

Nothing to report

Executive Directors Report:

- ReEntry Resource Fair – 20+ organizations, media exposure
- Marmen- Off Shore Wind – update on training/hiring
- Plug Power – update on hiring
- Empire State Development/REDC – workforce development connection
- Skilled Trades legislative event – Curtis Lumber, Carpenters Union
- Division of Corrections – connection to prison vocational training
- NYS Education Department – Career Tech Education – community partnership – using Capital Region as pilot model for state
- USDOL Banking Partnership National Presentation – career pathways – Pioneer, CapCom, Sunmark
- Albany County – ARPA Econ Development Committee, Legislative Task Force
- Career Jam –October 13th at HVCC
- Next Workforce Partnership Coalition – Banking Panel
- New Rensselaer County Workforce Development Center at HVCC

Business & Information Sharing

Mr. Williams spoke about the exploration of funding opportunities outside of WIOA as a strategic goal. School District funding in Schenectady is one example of this that has been successful. The WDB has put in several grants with partners and Board Member organizations, but will be exploring foundation avenues as well. The ReEntry event media exposure brought several business foundations showing interest and we will be pursuing this. Any Board Members that have idea and how we should focus. Mr. Hurley suggested looking at economic development funding from organizations such as Metroplex in Schenectady. Ms. Wilson-Sparrow suggested exploring cannabis funding for careers training. This would have to be outside of federal funding, as it is illegal at the federal level. Mr. Williams noted that he just had a conversation with NYS DOL around this and they are exploring and will get back to us with clarification.

Next Meeting:

- Friday, December 9, 2022 at 1pm and will need to be in-person according to NYS Open Meetings Law updates

Meeting Adjournment:

Penny Hill made a motion to adjourn the meeting, it was seconded by Sharon Bonk. All approved, none opposed or abstained; motion carried.