

Capital Region Workforce Development Board

Thursday, December 14, 2023 – Meeting Minutes

Meeting Called to Order:

- Jim Hurley, Board Chair, called to order the Capital Region Workforce Development Board meeting at 3:34pm on December 14, 2023 at CDPHP, 500 Patroon Creek Blvd, Albany, NY
- Nicole Harrington welcomed all Board Members to CDPHP.

Roll Call:

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

- | | |
|--|--|
| <input type="checkbox"/> Neenah Bland, ACAP | <input checked="" type="checkbox"/> Penny Hill, HVCC |
| <input type="checkbox"/> Sharon Bonk, Golub Corporation | <input type="checkbox"/> Brandy Hillard-Bouldin, Schenectady Co. DSS |
| <input checked="" type="checkbox"/> Scott Brazie, ACCES-VR | <input checked="" type="checkbox"/> Jim Hurley, Home Instead |
| <input type="checkbox"/> Phillip Bruce, RPI | <input checked="" type="checkbox"/> Elise Martin, SCAP |
| <input checked="" type="checkbox"/> Claudia Butler, Amtrak | <input checked="" type="checkbox"/> Michael Markou, Capital Region BOCES |
| <input checked="" type="checkbox"/> Graig Carbino, CapCom FCU | <input checked="" type="checkbox"/> Michael Mastropietro, IBEW Local 236 |
| <input type="checkbox"/> Andrea Crisafulli | <input checked="" type="checkbox"/> Joseph McDonald, Maria College |
| <input checked="" type="checkbox"/> Sonya Del Peral, Nine Pin Ciderworks | <input type="checkbox"/> Katie Newcombe, CEG |
| <input type="checkbox"/> Lee Eck, IUPAT DC-9 | <input type="checkbox"/> Kesley Owens, GE Renewable-Vernova |
| <input type="checkbox"/> Leola Edelin, Renaissance Hotel | <input checked="" type="checkbox"/> Denise Padula, Alchar Printing Group |
| <input type="checkbox"/> Demetris Fullard, Infinite Care | <input type="checkbox"/> Sue Rosa, CEO |
| <input checked="" type="checkbox"/> William Gettman, Northern River | <input checked="" type="checkbox"/> Patrisia Sheremeta, Greno Industries |
| <input checked="" type="checkbox"/> Ian Glasgow, Next Advance | <input checked="" type="checkbox"/> Deanna Simon, NYSDOL |
| <input checked="" type="checkbox"/> Matthew Grattan, Plug Power | <input checked="" type="checkbox"/> Sarah Wilson-Sparrow, SUNY Schenectady |
| <input checked="" type="checkbox"/> Nicole Harrington, CDPHP | |

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 Coordinator | |

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

- | | |
|---|---|
| <input 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 type="checkbox"/> Elizabeth Harris – City of Albany | <input checked="" type="checkbox"/> Luc Rogers – Albany County |
| <input type="checkbox"/> Jonathan Jones- City of Albany | <input type="checkbox"/> Raphael Tucker, City of Albany |

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

- Members of the Public (0)

Capital Region Workforce Development Board

Thursday, December 14, 2023 – Meeting Minutes

Approval of Minutes:

William Gettman made a motion to approve the board minutes from the September 21, 2023 meeting. It was seconded by Graig Carbino. All approved, none opposed; motion carried.

State of the Workforce Presentation

Therese Daly, Interim Executive Director of the New York Association of Employment & Training Professionals (NYATEP) presented on the 2022 State of the Workforce and some preliminary findings for the upcoming release of the 2023 State of the Workforce Report. The 2022 State of the Workforce Report can be found at www.nyatep.org. Ms. Daly stated that preliminary data for the upcoming new report shows little change in NYS business needs and workforce demographics of NYers, with the exception of emerging workers coming from immigration. Mr. Glasgow and Ms. Del Paral spoke about the hybrid work environments and asked for additional clarifying data. Mr. Gettman asked for additional information around workforce development investments in human service workers and suggested that this data could also help advocacy organizations doing this same work in that sector. Ms. Daly offered to assist and perhaps share common advocacy messaging. Mr. Williams stated that he will make the connection between Mr. Gettman and Ms. Daly and share the full report to all the Board Members for similar endeavors. Ms. Daly also presented the legislative agenda items for the upcoming NYS Legislative session, with a focus on engaging additional workers into the labor force by expanding a six-month income disregard for individuals on public assistance, youth apprenticeship program expansion, continued investment for the NYS Office of Strategic Workforce Development, and additional opportunities for international credential recognition for immigrants

Youth & Emerging Worker Committee Update:

Presented by Michael Markou, Committee Chair

Mr. Markou reported that the Committee recently focused on the “Emerging Worker” portion of our charge to the workforce development. At the last Committee meeting, Dahlia Herring from the Refugee Roundtable provided an overall landscape vision of immigrants and refugees in the Capital Region along with the organizations that are serving these populations. Ms. Herring spoke of the numbers of immigrants, refugees, temporary legal status persons, asylum-seekers in the Capital Region as well as their needs of housing, language classes, transportation, and childcare. Spanish is the top language spoken by these individuals, but dozens of other languages are represented in the region. Mr. Markou stated that the need for organizations that provide services and need resources for staff to be able to connect to training and employment opportunities was found to be the greatest. The Committee will continue to work through making the connections to these emerging workers. The Committee will also be focusing on coordinating a “listening tour” to speak with youth and young adults on their needs, what they define as success, and how our workforce system can work directly with the individuals we will be serving in building programs.

Capital Region Workforce Development Board

Thursday, December 14, 2023 – Meeting Minutes

Policy & Oversight Committee Update:

Presented by Deanna Simon, Committee Chair

Ms. Simon noted that the Committee is working through all of the required USDOL WIOA Board Policies for Career Centers and the workforce system. Ms. Simon thanked the Board Members for the past approval on several new policies and policy updates. It is the Committee's charge to have all required policies updated every few years to be compliant with USDOL regulations. Today, Ms. Simon brought to the Board an updated Initial Assessment Policy. This is a required policy that all staff in the Career Centers will follow for every new job seeking customer who comes to a career center. The purpose of an initial assessment of a job seeking customer is to analyze their needs and provide appropriate service or referral for the customer to successfully attain and retain quality employment. Ms. Simon noted that the current policy meets the general needs, but the language the Committee has added to this new policy will provide further clarity for staff and the ability to provide a more comprehensive service delivery to customers. Language added is a best-practice from other local areas and NYSDOL. Ms. Simon is presenting the revised Initial Assessment Policy on behalf of the Committee and making the motion for the full Board to approve the policy. Motion was seconded by Claudia Butler. All approved, none opposed; motion carried.

Business Services Committee Update:

Presented Adam Slagle, Regional Business Services Coordinator

Business Services Contacts/Meetings

(98 total; 68 unique businesses/schools)

Workforce Development Initiatives & Projects

1. NYS WD Agencies – Business Services Coalition (CNY, Rochester Works, Finger Lakes WIB, BECWIB)
2. FedEx Ground – Earn Learn Drive training program, apprenticeship
3. Career Pathways – Capital Region Coaches Project
4. Regional Food Bank of NENY – pre-apprenticeship, internship program
5. NYS Clean Energy Jobs Hub (TAP and Radix Center)
6. Advancing Industry with Micro-credentials Project (Clarkson University)
7. Partnership with NYS Business Council
8. National Grid Line Worker training program and HVCC scholarship
9. Career Jam at HVCC on 10/19
10. City of Troy recruitment assistance

Capital Region Workforce Development Board

Thursday, December 14, 2023 – Meeting Minutes

Executive Director's Report:

Presented by Brian Williams

- \$121,450 NYSEDA funding through Capital Region BOCES for case management and employment workshops for OSW students
- Workforce Partnership Coalition on 12/18 – Career Pathways toolkit
- Social Media Presence – 37.5% increase over last year
- Application for USDOL grant with NYSDOL for Capital Region to be pilot for young adult Employment Transition Model (ETM)
- Panelist with Katie Newcombe, Matt Grattan at Capital Region Chamber Leadership Institute
- Area School districts:
 - Partnership with Albany HS students connecting to Albany Career Center
 - Increased participation of Career Development Services at Schenectady HS
 - Meetings with Questar III, Schodack Schools
- Media Event/Ribbon cutting for WIOA Youth program *Youthful Impact*
- Career Jam – 1800 students, 70 businesses
- Video series with IgniteU with CEG & WDI
- Albany South End residents tour/interview at Plug Power
- Quotes in workforce articles in Times Union and Business Review

Business & Information Sharing

None

Next Meeting:

- Thursday, March 21, 2024 at 3:30pm at RPI

Meeting Adjournment:

Motion to adjourn was made by Ian Glasgow. Seconded by Sarah Wilson-Sparrow. All approved, none opposed. Meeting was adjourned at 4:55pm.