

Capital Region Workforce Development Board

Thursday, June 20, 2024 – Meeting Minutes

Meeting Called to Order:

- Jim Hurley, Board Chair, called to order the Capital Region Workforce Development Board meeting at 3:40pm on June 20, 2024 at Price Chopper – Golub Corporation, Schenectady, NY
- Sharon Bonk, Board Member welcomed all Board Members, staff, and guests to Price Chopper-Golub.

Roll Call:

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

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

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

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| <input checked="" type="checkbox"/> Brian Williams, Executive Director | <input checked="" type="checkbox"/> Amber Robbie- WIOA Fiscal Grant Recipient |
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Career Center Staff/CLEO Representative Attendance: *(Members in attendance indicated with an x)*

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|---|---|
| <input type="checkbox"/> Jennifer Bary – Schenectady County | <input type="checkbox"/> Jonathan Jones- City of Albany |
| <input type="checkbox"/> Eckert, Jessica – Rensselaer County | <input type="checkbox"/> Luc Rogers – Albany County |
| <input type="checkbox"/> Bailey Gardiner – Schenectady County | <input type="checkbox"/> Raphael Tucker, City of Albany |
| <input checked="" type="checkbox"/> Elizabeth Harris – City of Albany | |

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

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| <input type="checkbox"/> JeanMarie Reinke, WDI | <input type="checkbox"/> Members of the Public (0) |
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Approval of Minutes:

Matt Grattan made a motion to approve the board minutes from the March 21, 2024 meeting. It was seconded by Bill Gettman. All approved, none opposed; motion carried.

Labor Market Information:

Brian Williams announced that Kevin Alexander, the Capital Region NYSDOL Labor Market Analyst had a last-minute scheduling conflict and could not be in attendance to present today. Brian walked through the materials that Kevin sent him with a focus on strong hiring, a continued tight labor market, but increasing layoffs, especially in manufacturing in the northern part of the Capital Region. The slide deck from Mr. Alexander is attached to these minutes.

Youth & Emerging Worker Committee Update:

Presented by Michael Markou, Committee Chair

Mr. Markou reported that the Committee has been focusing on the “Emerging Adult Worker” portion of our charge to the workforce development system and has connected the system and committee members to multiple organizations working with the immigrant/refugee populations. Mr. Markou stated that in addition to the emerging workers, the Committee will also be coordinating a “listening tour” this summer 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. Mr. Markou and a couple other committee members will be starting with connecting with the Albany Summer Youth Employment Program’s educational component to meet with youth and young adults.

Policy & Oversight Committee Update:

Presented by Deanna Simon, Committee Chair

Ms. Simon presented that the following policies are in need of updating or being developed and implemented. Due to the needs expressed by both employers in general and the WDB Business Services Committee, the opportunities to train incumbent, existing workers is greater than ever before. Also, the needs for a paid work experience program for individuals exists to provide “learn and earn” opportunities for adult job seekers. The following policies and are being recommended by the Policy and Oversight Committee to the full Board for approval.

- Incumbent/Existing Worker Training Policy. Ms. Simon noted that this policy will our Career Centers to use WIOA and non-WIOA dollars to provide training funds to businesses that will be upskilling and promoting their existing workforce.
- Customized Training for Unemployed Workers Policy. Ms. Simon noted that this policy will allow our Career Centers to provide training in a “cohort” model for job seekers who are currently unemployed and will be entering into industry-recognized training with a training provider on the Eligible Training Provider List. Currently, each trainee is looked at individually to enter an already existing course at a training provider. This new policy gives flexibility to provide a customized training program, based on employer’s needs, for a full class of trainees.
- Adult and Dislocated Worker Work Experience Policy. Ms. Simon noted that the Board currently has a work experience policy for youth, but not a formalized one for Adults and Dislocated Workers. This new policy will allow adults and dislocated workers to be placed at employer worksites to provide a work experience/”internship” and be compensated for their hours worked.

Joe McDonald made the motion that the Board accept and approve all of the noted policies. It was seconded by Bill Gettman. All approved, none opposed; motion carried.

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Executive Committee Update:

Presented by Jim Hurley, Committee Chair

Business Services staffing – Mr. Hurley presented as the regional business services staffing position has been vacant since Adam Slagle left, the WDB would like to move forward with the search of a replacement. To do so, it was determined that the most efficient course of action is to contract with an organization as a “employer of record” similar to the setup of our regional disability resource staff. The Executive Committee is recommending that the Center for Economic Growth (CEG) serve as the employer of record for the regional business services position. Mr. Williams noted that this position aligns strongly with economic development activities and that CEG currently serves as the One Stop System Operator, this would be a seamless process. Jim Hurley made the motion for the Board’s Grant Recipient (Rensselaer County) to enter into an agreement with the Center for Economic Growth (CEG) to serve as the employer of record for business services. It was seconded by Bill Gettman. All approved, none opposed; motion carried.

Program Year 2024-2025 Budget – As per regulations, the WDB approves Centralized Budget. The Program Year 2024-2025 Budget presented for Board approval. Amber Robbie, regional fiscal grant recipient staff walked board members through the budget and noted that unspent funds from the 2023-2024 budget will be rolled into this year’s budget. Phillip Bruce made a motion to approve the PY 24-25 budget. It was seconded by Denise Padula. All approved, none opposed; motion carried. Budget approved.

Executive Director’s Report:

Presented by Brian Williams

- Application for USDOL grant with NYSDOL for Capital Region to be pilot for young adult Employment Transition Model (ETM) – approved and Capital Region will be pilot
- Disability Employment Summit Event with Columbia Greene WDB, 150 attendees
- Partnership with Columbia-Green WDB – alignment and potential merger talks progressing
- Capital Region BOCES Signing Day – 65+ students
- Capital Region BUILD – women, BIPOC in construction trades. Direct Entry pre-apprenticeship program into union apprenticeships. Replication of Syracuse Build. Potential \$2M from NYS ESD and another up to \$2M from CHIPS
- 2-Day Workforce Development Workshop for Businesses with IgniteU 7/24 & 7/25
- Presented at NYS EDC Basic Economic Developer Training Certification program, Statewide Economic Dev Conference and Albany County Legislature
- Potential Grant Funding Opportunities
 - Year-round Youth Employment Program, NYS OTDA
 - Clean Energy Workforce Transition, NYS Power Authority
 - Workforce Training for Eastern Rensselaer County, US DOE, National Grid
 - ReEntry Workforce Development Services, Albany County, Albany County Sherriff

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Business & Information Sharing

Mr. Eck noted that the Painters and Allied Trades was in need of 20 painters and if anyone had any leads to let him know. Ms. Fernandez-Palozzi noted that many organizations in the Capital Region are in need of ESL instructors and to let her know of any leads.

Next Meeting:

- Thursday, September 19, 2024 at 3:30pm at location TBD

Meeting Adjournment:

Motion to adjourn was made by Phillip Bruce. Seconded by Matt Grattan. All approved, none opposed. Meeting was adjourned at 5:15 pm.