

COUNTY OF ULSTER

Workforce Development Board

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Tomasine Oliphant, Director

Ulster County Workforce Development Board Meeting (via Zoom)

June 8, 2021

Minutes

MEMBERS PRESENT – Tony Marmo, Ward Todd, Michael Berg, Shawn Clark, Angela Patella, Frank Falatyn, Desiree Lyle, Alex Cordova, Sean Mahoney, Chris Marx, James Ferraro, Tamika Dunkley, Mike Iapoco, Nels Leader, Anthony Mignone, John Eickman

MEMBERS EXCUSED - Donald Lucarello

MEMBERS ABSENT - Heidi Rosborough

ALSO PRESENT – Tomasine Oliphant, OET Director/WDB Director, Faith Golden, OET Deputy Fiscal Director, Lisa Snyder, OET, John Cannon, Mid-Hudson SBDC, Jenn Murri, Mid-Hudson SBDC, Chris Privett, Mid-Hudson SBDC

The meeting was called to order at 3:33 pm by Sean Mahoney WDB Chair. There was a quorum.

1. INTRODUCTIONS

Michael Berg asked about possibly getting lists of open positions from employers. There are links on Career Center website for different employers and job seekers.

Sean welcomed all the new WDB members: Tamika Dunkley, Shawn Clark and Desiree Lyle. Tamika is a business owner: Seasoned Delicious Foods in Kingston. Shawn is the Human Resources Manager from Mohonk Mountain House and will be taking over Jon Levin's spot on the WDB. Desiree represents as an advocate for job-seekers.

2. APPROVAL OF MINUTES:

Sean asked for a motion to approve minutes from April. Motion made by Tony, seconded by Anthony. All in favor. None opposed. Minutes approved.

3. EXECUTIVE COMMITTEE REPORT:

- **Board Leadership transition and membership updates**

Tomasine thanked Sean for his support, leadership and his work as Chair of the WDB. This will be Sean's last meeting as Chair, but he will remain on the WDB. Sean spoke about the many changes the board has been through and that it has remained steady for the workforce of Ulster County. Tony has been nominated as the new WDB Chair. Sean made a motion to nominate Tony as the new Chair, seconded by John. All in favor. None opposed. Motion carried. Congratulations to Tony on his appointment as Chairman for the WDB. Tony thanked Sean for his years of work on the board.

Chris spoke of Sean's leadership and working with different directors. Mike thanked Sean for his leadership and abilities. Sean stated he looks forward to continuing on the WDB and Executive Committee. Sean gave the floor to Tony. Tony thanked everyone, welcomed new board members and stated he is looking forward to being the WDB Chair.

- **OJT Policy**

Sean asked if there were any questions about the OJT Policy. Faith spoke of adjustments to policy to clarify the way we operate. Nels asked for brief overview of WIOA policy and who OJT targets. Faith explained eligibility for Adults, DW and Youth. Faith explained that our State Auditor, Nancy Bell, has other adjustments which Faith will work with her on, so we will need to present this policy to the board again. Tony asked for a motion to approve the changes to OJT policy. Motion made by Anthony, seconded by Frank. All in favor. None opposed. Motion carried.

4. OPERATOR SUB-COMMITTEE UPDATE:

- **One Stop System Operator Selection Process**

Tomasine explained the One Stop Operator, RFP Process and program year. Faith stated every 4 years we have to do a competitive process for the system operator who convenes all the partners. RFP should be released very soon via the U.C. Purchasing Department. Tomasine and Faith will respond on behalf of the board. Tomasine stated that we are on target with all upcoming tasks for the board and workforce activities. MOU draft has been submitted to NYSDOL and we are awaiting final edits. We are in compliance with the board. The Career Center has been serving customers equitably throughout the pandemic. Discussed virtual workshops offered to get information out to job seekers. We also served over 600 individuals with U/I issues to connect to Unemployment Office. All performance standards have been met.

Recommendations: 1. Tony stated in July we will have an orientation/onboarding/refresher as an overview of how WDB system works. This will be about an hour long.

2. To provide a glossary of terms of the language of the WDB to the board members.

3. Develop a strategic Plan for 2-4 years with speakers from business and government to address future plans to help make the board more effective.

3. In-person Job Fair, to be scheduled possibly by the end of August.

5. FINANCIAL REPORT – Faith Golden, Deputy Fiscal Director

Faith shared her screen with charts and stated that we are required to spend 80% of allocation by end of June. We are pretty well on target for funding streams, except for youth and we will have a carry-in amount. The bulk of the money is not released until sometime in October. Due to COVID we are able to carry in more money. On target with adult, a bit below with youth. We are a bit ahead on DW expenditures. Michael Berg asked what the plans are for spending the youth money. Tomasine stated that the Youth Sub- Committee is working together to reach out to youth. Faith stated we can roll those funds over. Faith suspects we will pick up spending for youth. Tomasine indicated strategic planning for that moving forward.

6. APPROVAL TO TRANSFER FUNDS BETWEEN ADULT AND DISLOCATED WORKER

WIOA allows transfer of funds between Adult and DW, and Faith would like to be able to transfer funds from Adult and DW. Motion made by John Eickman, seconded by Sean to transfer. All in favor. None opposed. Motion carried.

7. DIRECTOR'S REPORT: Tomasine Oliphant, WDB Director

- **Career Center Re-Opening Update**
NYS DOL Inspection passed last week. This will determine when DOL staff return to the office. They are still not meeting with customers in person.
- **NYS DOL Virtual Job Fair**
June 17th – in partnership with DOL. Tomasine will send flier.
- **Program Updates (SYEP)**
We have gotten over 180 applicants. Summer staff have started interviewing and started orientations. We have over 50 businesses. Summer staff are working hard to get youth placed. We are continuing our partnerships with Brothers at Bard, Ramapo, Go Beyond Greatness, Albany Can Code and Ellenville High School. We are implementing a green track for those businesses identified as green.

8. SMALL BUSINESS RECOVERY & RESILIENCE TEAM FROM MID-HUDSON SBDC PRESENTATION

Chris Marx gave background on Mid-Hudson SBDC, which is sponsored by SUNY Ulster. They work regionally in 7 counties in the Hudson valley. Main focus is to impact small business, creating jobs and saving jobs. MHSBDC is one of the top producing centers in NYS. Forty percent (40%) of SBDC impact has been in Ulster County. SBA put together disaster-funding packages for NYS. Explained support and building resiliency for small businesses in Ulster County. Team was established last fall. John Cannon is a graduate of Washington University. Chris Privett is business instructor at SUNY Ulster and is a business owner. Jenn Murri comes from NYC working in hospitality and restaurant groups and has held executive positions in those organizations.

John explained work of SBDC – active in reaching out to small business to let them know what the SBDC can do to help them and working with OET about challenges facing small businesses. Emphasis on workforce development. Right now, positions cannot be filled. Chris Privett thanked the board for giving them the time to present at the meeting. Chris shared Workforce Solutions Power Point. Chris shared link to power point for board members. Chris discussed the launch of the pilot Ulster County Entry-Level Manufacturing Job Board in partnership with Ulster County Office of Employment and Training, Ulster County Department of Economic Development and The Council of Industry to assist Ulster County residents who have been displaced from work or making a career shift to have an entry point into the manufacturing sector. Questions and discussion followed. Sean suggested a button for **View All Open Positions** at the top of the Job Board page. Nels spoke about the fear people may have about returning to the workplace. Is there any data on the Ulster County level? Tomasine will try to get more data from NYSDOL and Economic Development. Tony suggested looking at data from last July, August and September regarding the number of people returning to work at that time. Sean asked about keeping track of people using the SBDC tool. Still building out concept but will definitely be working on promotion. This will be part of OET system in the long term.

Michael spoke about lack of childcare as a reason not to come back to work. Michael would like his staff to have training for this resource when fully up and running. Mike Iapocce would also like to have DSS staff trained to provide this resource to clients searching for employment. Mike spoke about dwindling civil service lists and people not taking civil service exams. Need to promote civil service positions with government entities. May need to re-structure entire civil service system to make it more easily accessible. Chris will send write up to everyone.

9. MOTION TO ADJOURN

Sean asked for a Motion to Adjourn. Motion made by Mike Iapocce, seconded by Chris Marx . All in Favor.
Meeting adjourned at 5:02pm.

ULSTER COUNTY WORKFORCE DEVELOPMENT BOARD

NEXT MEETING:

Tuesday, September 14, 2021