

COUNTY OF ULSTER

Workforce Development Board

535 BOICES LANE
KINGSTON, NY 12401-1955

Jen Metzger,
Ulster County Executive



Phone: (845) 340-3170
Fax: (845) 340-3165
E-mail: oet@co.ulster.ny.us
Sharon Williams, Director

Ulster County Workforce Development Board Meeting September 20, 2023 Minutes

MEMBERS PRESENT - Jim Ferraro, John Eickman, Dan Whalen, Michael Berg, Sean Brix, Tina Buono, LaQuesha Matthews-Reed, Tony Marmo, Ashima Butler, Jess Davis, Alex Cordova, Jeanne Lipscomb, Christopher Marx, Maura McMahon, Mike Iapoce, Frank Falatyn

MEMBERS ABSENT - Angela Patella, Anthony Mignone, Desiree Lyle, Don Mapes, Joe McDole, Peter Harris, Tamika Dunkley

ALSO PRESENT - Sharon Williams, OET Director/WDB Director, Faith Golden, OET Deputy Director, Renee Pugliese, OET

The meeting was called to order at 8:30 am by Jim Ferraro, WDB Chair. There was a quorum.

1. **OPENING – JIM FERRARO, BOARD CHAIR:**

Jim thanked everyone for coming. Introductions were made.

2. **APPROVAL OF MINUTES – JIM FERRARO**

Jim asked for a motion to approve minutes from July 2023. Motion made by Tony Marmo, seconded by John Eickman. All in Favor, none opposed. Minutes approved.

3. **FINANCIAL REPORT AND BUDGET REVIEW – FAITH GOLDEN, OET DEPUTY DIRECTOR**

Faith presented the monthly financial report for August 2023 on Adult, Youth and Dislocated Worker funds. For those who don't know, the program year started on July 1st. A transfer was made from Dislocated Worker to Adult funding. We are off to a good start. Faith went over the Budget for the year, explained the various funding sources. We must spend 80% of WIOA funds by the end of the program year. We can carry forward 20%.

Budget Approval – Frank Falatyn made a motion to approve the Budget, Mike Iapoce seconded. All in favor, none opposed. Budget Approved.

4. **WORKFORCE INNOVATION CENTER/OFFICE OF STRATEGIC WORKFORCE DEVELOPMENT GRANT UPDATES – SHARON WILLIAMS, WDB DIRECTOR**

County Executive, Jen Metzger, has an initiative to bring together workforce partners at the Workforce Innovation Center @ iPark 87 to build a pipeline. This location is a hub for UCAT (Ulster County Area Transit). Sometime in 2024, OET and NYSDOL will be part of the main campus to the left of the clock, along with Department of Economic Development and Tourism. Community partners Communities for Local Power, Ulster BOCES and Youth Build will also be housed there. The goal is to have live, work, play in one location. There will be other employers there and more housing, stores/restaurants and a park.

The goal is to use the grant from Office of Strategic Workforce Development to put together a framework/structure presentation. We have contracted with a grant writer, Jacob Chase, and will begin work on October 1st for the December 30th deadline.

We need everyone in the community to support this. We are going for the maximum amount which is one million dollars.

We are looking at a P12 pipeline and post high school. The grant gives us 3 years to create a program model. The Executive Committee will meet. Sharon will send out RFP.

5. IN-DEMAND OCCUPATIONS LIST UPDATE – SHARON WILLIAMS, WDB DIRECTOR

New additions are listed in yellow but we don't know ONET code yet. Discussed adding Teaching Assistant, Server, and heavy equipment operator.

OET can provide funding for training for family daycare providers. It was noted that maintenance workers, dietary workers & cooks, and accounting reps are needed in multiple industries.

List will be continuously updated and revised.

Tony Marmo made a motion to approve list, seconded by Frank Falatyn. All in Favor, none opposed. In-Demand Occupations List approved.

6. WORKFORCE DEVELOPMENT BOARD NEW MEMBERSHIP UPDATE – SHARON WILLIAMS, WDB DIRECTOR

There are two potential new members on the Board: Dan Whalen of the Boys & Girls Club and Sean Brix of Viking Industries were welcomed to the team. We are just waiting on approval from the County Executive. More recommendations are being made for membership.

7. DIRECTOR'S REPORT – SHARON WILLIAMS

New Youth Employment Program - TANF (Temporary Assistance for Needy Families), for youth ages 14-20, pays \$15.00/hour and runs January to June then SYEP (Summer Youth Employment Program). We are hoping that the New allocation in 2024 will run January through December. It was asked how we get employers to participate in SYEP – we advertise through schools, residential centers, etc.

We will be having an incentive Pre-Employment Academy training course for 14-15 year olds held at Kingston, Saugerties and Ellenville High Schools. This course will be 4-6 weeks and will go over resume writing, general job skills and introduction to the workforce. A description of eligibility will go out to everyone.

Marketing Material – OET designed a tri-fold brochure that outlines what we do here. It may be revised soon due to location change and possible new County logo.

We want to keep the workforce summit on the radar and not lose momentum that we've gained.

Discussed inviting Kevin Lynch, the new Director of Economic Development to come speak at our Board meeting.

8. MOTION TO ADJOURN – JIM FERRARO

Jim asked for a Motion to Adjourn – Motion made by Tony Marmo, seconded by Mike Iapoce. Meeting adjourned at 9:42 am.

**ULSTER COUNTY WORKFORCE DEVELOPMENT BOARD
NEXT MEETING:**

**Wednesday, November 15, 2023
8:00 AM**