

# 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](mailto:oet@co.ulster.ny.us)  
Sharon Williams, Director

### Ulster County Workforce Development Board Meeting January 18, 2024 Minutes

MEMBERS PRESENT – Jim Ferraro, Michael Berg, Sean Brix, Alex Cordova, Tamika Dunkley, Frank Falatyn, Peter Harris, Mike Iapoce, Jana Kantor, Jeanne Lipscomb, Tony Marmo, Chris Marx, Anthony Mignone, Angela Patella, Tiziana Rinaldi, Dan Whalen

MEMBERS ABSENT – Tina Buono, Ashima Butler, Jess Davis, John Eickman, Desiree Lyle, Don Mapes, LaQuesha Matthews-Reed, Joe McDole, Maura McMahon,

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

The meeting was called to order at 12:45 pm by Jim Ferraro, WDB Chair. There was a quorum.

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

Jim welcomed and thanked everyone for attending today.

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

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

#### 3. **WELCOME NEW MEMBERS – JIM FERRARO**

Jim recognized and welcomed the four new members: Dan Whalen, Jana Kantor, Sean Brix, and Tiziana Rinaldi. They introduced themselves and gave a brief overview of what they do.

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

The County Executive gave a presentation on our sustainable Ulster County workforce innovation center at the Workforce Summit 4. The name has not been finalized yet. We are building this bridge as we go along. The next step is a think tank to form the advisory board. On New Year's Eve, the County submitted the grant for the Office of Strategic Workforce Development in the amount of 1 million dollars to programmatically support the development of the program center. The new physical space will put all the partners together in one location. There will also be a childcare center for employees of our business partners. There will be a 1500 square foot conference space available for our use and the community as well. There will also be a transportation hub and housing onsite. Timeframe for this all to happen is still unknown.

#### 5. **FINANCIAL REPORT – FAITH GOLDEN, DEPUTY DIRECTOR**

Faith reviewed the financial reports. We are on track for Adult, a little underexpended on Youth, and kind of under on DW – we got extra money for DW this year. Faith will likely be requesting to transfer DW money to Adult before the end of the program year. We are halfway through the year, so we still have time to do more things with the money. Our program year goes July 1<sup>st</sup> through June 30<sup>th</sup>. It was asked if we fund driver training for people to obtain their driver's license. Currently, we can't fund for adults to do this.

We received funding for a Year-round Youth Employment Program which runs from January to May for ages 14-20. We are trying to ensure that the participants who work in the program from January to May, also have a slot in the Summer Youth Employment Program.

There was a discussion about Barbering/apprenticeships.

#### **6. POLICY UPDATES - SHARON WILLIAMS, WDB DIRECTOR**

**Youth Incentive Policy** – Motion made by Tamika Dunkley, seconded by Michael Berg. All in favor, none opposed. Policy passed for 1/18/2024.

**Dislocated Worker Policy** - there were changes in the regulations. Motion made by Anthony Mignone, seconded by Tony Marmo. All in favor, none opposed. Policy is updated as of 1/18/2024.

**ITA Policy** (Individual Training Account) – Currently our policy is that we will pay up to \$3500 for a resident’s training courses (exceptions: CDL, HVAC, LPN, Surgical Tech – which we have the ability to pay more for). We are finding that some of the training courses leading to in-demand occupations cost more than our \$3500 limit. (Such as the lineman institute). We request an increase to \$10,000 that we can spend. Motion made by Sean Brix, seconded by Jim Ferraro. All in favor, none opposed. Policy updated as of 1/18/2024.

We have some of our partners visiting here today: Michael and Orville from the Business Advocacy Office. They gave an overview of what their office does. They help businesses and individuals with issues they are having with Department of Labor, such as inadequate response, unemployment insurance fraud, etc. They encouraged anyone to call who is having issues with any State agency.

#### **7. CHANGES IN OET DEPARTMENT – SHARON WILLIAMS, WDB DIRECTOR**

OET is expanding. Also, one of our Employment & Training Coordinators retired in September 2023. That position is still vacant at this time, however we will be filling his position in the near future. This new person will be English and Spanish speaking. We also have three new members to our staff that have been moved to our department as part of the Brighter Futures Initiative.

The Workforce Development Board must have 51% representation by the business community. We are 1 individual short of the 51% to be in compliance. We need 1 more person, please forward any names for consideration to Sharon within 30 days. They must have 2 or more employees other than themselves.

#### **8. MOTION TO ADJOURN – JIM FERRARO**

Jim asked for a Motion to Adjourn – Motion made by Michael Berg, seconded by Tony Marmo. Meeting adjourned at 1:40 pm.

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

**Wednesday, March 20, 2024  
8:00 AM**