

**Saratoga-Warren-Washington Workforce Investment Board
Meeting Minutes
December 13, 2017**

**333 Glen Street (The Tower)
Glens Falls, NY 12801
2nd Floor Community Room**

Attendees: Kyle Brock, Corbin Daugherty, John Herrick, Karrie Hill, Penny Hill, Doug Leavens, Mike Munter, Peg Murphy, Laura Oswald, Dominick Patrignani, Caelyn Prylo, Tracey Riley, Joe Serafini, John Wheatley

Guests: Edmund Applegate, Lou Buck, Kim Haviland, Chris Hunsinger, Bill Resse, Jim Ross, Lisa Scaccia, Beth Nichols, Michael Billok, Dave Conroe, Ryan Van Amburgh

Meeting was called to order by Chairman peg Murphy at 8:15 a.m.

1. Welcome & Introductions: Peg Murphy

- Peg introduced new WDB members Karrie Hill and Mike Billick.

2. Approval of Minutes:

- The minutes of the meeting held on June 27, 2017 reviewed and approved.
Motion to Approve: Corbin Daugherty
Seconded: Mike Munter

3. Executive Committee: Peg Murphy

a. Executive Committee Report

- Status of membership was reviewed with 3 vacancies in Saratoga County and a vacancy for the ARCC and the state voc-rehab agency..
- Reviewed WIOA in terms of what has been accomplished and what has yet to be done.
- Bill discussed the Part II financial portion of the Memorandum of Understanding (MOU) between the regional partner agencies.
- Peg advised the board that both Bill and Lou would be stepping down from their WDB positions before the start of the new fiscal year on July 1, 2018 and recognized each for the jobs they had done and their years of service to SWWWDB. She also stated that she, John Herrick, Mike Perez and Corbin Daugherty would be conducting the search for the new Executive Director(s).
- Peg also announced that Mike Perez would be succeeding her as the new Chairman of the SWWWDB on July 1, 2018.

b. Resolutions Request:

- Resolution requesting authorizing Contract for One-Stop Operator Services
- Resolution requesting authorizing Executive Committee to review and select the preferred proposal received for WIOA Adult & Dislocated Worker services in Washington County.

- **Center Certification Process. Guidance from NYS DOL was now in draft form and therefore a request needs to be voted on at a future meeting.**
- **Resolutions passed unanimously**

4. Presentation: Career Jam 2017 Summary **Ryan Van Amburgh, Economic Development Specialist, SEDC**

Ryan provided the board a very positive account of the inaugural Career Jam staged on October 25, 2017 at HVCC's TECH Smart Malta campus. Approximately 700 students along with a host of faculty members, staff and counselors had the opportunity to tour the exhibits of 40 employers representing 16 different "Career Clusters" across the region. Planning for Career Jam 2018 has already begun.

5. Presentation: Carl D. Perkins Career/Technical Program Grant **Beth Nichols, Grant Writer, SUNY Adirondack**

Beth shared information about Perkins Grant which provides formula funding to individuals based on low income.

6. Labor Market Information for Local Planning Board **Jim Ross, Labor Market Analyst NYS Department of Labor**

Jim shared with the board labor market data for the greater region which has been included in the WDB's Local Plan. Significant highlights of Jim's presentation were:

- 2017 unemployment rate was 4.2%
- Rank order of largest employers in the region:
 1. Government
 2. Healthcare
 3. Retail
 4. Manufacturing: largest private sector employer with highest gross output for gross product. Up in this area due to Global Foundries and Regeneron with more technicians are being hired than are production workers.
- Population declines are accelerating with outflows in most areas except the Capital Region.
- Gains in population occurred in Saratoga (one of the fastest growing regions in the state where births exceed deaths) while declining in both Warren & Washington.
- Over the period 2008-2017, population gains achieved in the 20-35 years old while the under 20 and over 35 population experienced losses.
- In the late 1960s, labor force participation rate increased due to a wave of women entering the workforce through the 1990s as the number of men declined.

7. Committee Comments

Bill Resse remarked on the draft meeting schedule for 2018 which had been distributed asking board members to review and advise of any apparent conflicts.

8. Update-Board/Center Activities

Chris Hunsinger noted that the Warren County EDC was sponsoring another EPA training program the Career Center. He also mentioned that the Career Center would be staging job fairs each 3rd Thursday of the month.

Lisa Scaccia advised that Saratoga's Career Center would be holding job fairs on the 1st Thursday of the month and said the Career Center was in need of business representatives to speak with youths about local career opportunities.

Adjournment: The meeting was adjourned at 10:05 a.m. on a motion offered by John Herrick and seconded by Penny Hill.