

**Saratoga-Warren-Washington Workforce Investment Board
Meeting Minutes
October 12, 2016**

**Saratoga Bridges
16 Saratoga Bridges Boulevard
Ballston Spa, NY 12020**

Attendees: Lynn Ackershoek, Kyle Brock, Greg Chanese, Corbin Daugherty, Mark Fish, John Herrick, Penny Hill, Doug Leavens, Mike Munter, Peg Murphy, Laura Oswald, Dominic Patrignani, Michael Perez, Tracey Riley, John Wheatley, Diane Wildey,

Guests: Nancy Bell, Lou Buck, Dave Conroe, Dan Cullen, Andy Gillpen, Kim Haviland, Chris Hunsinger, Tracey Podnorski, Lisa Scaccia, Bill Resse, Jim Ross, Shelby, Schneider, Leza Wood,

Meeting was called to order by Chairman Peg Murphy at 8:07 a.m.

1. Welcome & Introductions: Peg Murphy

Peg Murphy welcomed attendees and recognized new members present: Greg Chanese of Shmaltz Brewing and Mike Munter of Munter Enterprises. She also mentioned we anticipate Tom Maron of Cascade Tissue and Tori Riley of the ARCC to join the board as well.

2. Approval of Minutes: Peg Murphy

Motion to approve the minutes of the June 14, 2016 meeting by John Herrick, seconded by Diane Wildey, unanimously approved.

3. Executive Committee Peg Murphy

- a. Peg Murphy summarized topics reviewed at the September 28th executive committee meeting:

Bill reviewed the status for key transition steps with the new legislation.

Regional plan was submitted by the board staff on behalf of the other Workforce Boards in the region. The plan was an inventory of over a dozen sector partnerships with business in the region.

No local plan was needed this year with the state so a local budget form was reviewed to be completed by the centers.

Steps for the MOU development for partner collaboration/system building will begin within a month. MOU for career center infrastructure cost sharing is subject to future state guidance.

Center selection/certification process – subject to upcoming state guidance

Branding – by Nov 17th, the career centers must start referencing that they are an AJC – America’s Job Center – or a member of the AJC network.

Youth program service contracts may be handled in a more streamlined manner per future state guidance.

We will need to review and update current policies/procedures as well as establish some new ones over the next few months.

- b. Motion to approve transfer of up to 100% of dislocated worker funds to the adult funding stream subject to state and federal guidelines/approval per resolution request

submitted. Motion made by Dominic Patrignani, second by Mark Fish, unanimously approved.

- c. Motion to approve youth eligibility policy for definition of “Needs additional assistance” as presented to board by Lisa Scaccia. Motion made by Dominic Patrignani, second by Laura Oswald, unanimously approved.
- d. Peg further shared discussions related to the recruitment issues experienced by local businesses. Corbin and Mike Perez added their concerns and experiences related to this issue which were shared at the executive committee. Further discussion ensued with comments from several board members and guests related to this subject. Plans for a November 9th job fair at the location of the Warren County Career Center were shared as well as a pre-event to include a panel of businesses to share recruitment issues/ ideas with an audience of local workforce related agency staff. This would be a preliminary step towards planning a larger community dialogue related to the growing issue.

4. Presentation: Employer Resource Network (ERN) Nathan Mandsager, Director of Schenectady Works

Mr. Mandsager explained that the ERN is a public/private partnership established for the primary purpose of helping organizations retain employees. The ERN provides on-site “success coaches” who work one on one with employees to assist them in resolving personal issues or help them remove barriers which may be adversely impacting their job performance. Success of this intervention is measured by improved employer retention, a reduction in employment costs, increased employee productivity and enhanced morale. Employers currently availing themselves of the ERN services include Saratoga Bridges and Fort Hudson.

5. 2016 Summer Youth Employment Program Center Directors/Staff

Lisa Scaccia informed the Board that Saratoga County had 75-90 youths involved in the program this past summer. The youths worked an average of 20-25 hours per week over a period of 8 weeks. Serving as a moderator, Katherine Raymond interviewed Bryce Parker and Tatiana McKinney, two youths who had participated in the program about their experience.

Chris Hunsinger shared highlights of Warren County’s Youth Program mentioning that over 40 applications had been received from which 39 youths were selected to participate in the program. A popular program with youths is “Operation Food Chain” a collaborative effort conducted with the Community Action Agency and the City of Glens Falls and operated under contract with BOCES. Operation Food Chain makes and serves lunches for youths attending several of the City’s recreation sites.

Dave Conroe advised the Board that Washington County had 26 job sites for its Summer Youth Program for the 36 students who ended up in the program. He further stated that the program Received a very positive review from New York’s Office of Temporary and Disability Assistance (OTADA).

In response to a question raised regarding why job fairs did not seem to be working for students in the Summer Youth program, Bill responded that the program is intended to teach

students how to be good employees. He provided as an example the senior level Ace executive we had met several years ago who had been involved some years earlier in a Summer Youth Program.

Labor Market Update: **Jim Ross**

In his presentation, Jim shared the following comments concerning the regional labor market:

- There was a bit of a slowdown in new jobs in the region during the 2nd quarter.
- However, the 3 counties did add approximately 1500 jobs in the quarter with most of the job creation occurring in Saratoga County.
- Some growth took place in manufacturing citing Global Foundries.
- The unemployment rate for Saratoga County was 3.5%, the 3rd lowest in the state.
- Warren County had the state's 14th lowest unemployment rate.
- The participation rate among men is continuing to decline. The rate for women had been increasing, but has leveled off and is now beginning to decline.
- Projections for employment don't look promising over the course of the next 10-15 years.
- The labor force will limit the economy primarily because many individuals looking for jobs don't have the requisite skills to fill in demand positions.

Adjournment: The meeting was adjourned at 10:00 a.m. on a motion made by John Herrick and seconded by Lynn Ackershoek.