



SWW Workforce Development Board

Meeting Minutes

of February 9, 2022 Online (ZOOM) Meeting

thejoblink.org

BOARD MEMBERS PRESENT: Ash Anand, Scott Brazie, Scot Chamberlain, Gary Dake, Dan Dudley, Doug Ford, Maureen Grabowski, Michael Kelly, Patricia Klimkewicz, Kathy LaFond, Michael Mastropietro, Mike Munter, Laura Oswald, Turina Parker, Dominick Patrignani, Michael Prime, Caelynn Prylo, Matthew Rose, Joe Serafini, Wendy Skawinski, Mary Ann Spiezio, Ryan VanAmburgh, John Wheatley. (23)

EXCUSED: Michael Bittel, Mark Fish, Tara McCaughey, Zack Moore, Tracey Riley (5)

GUESTS: Jen McCloskey, Liza Ochsendorf, Roberta Davis

STAFF: Gretchen Steffan, Executive Director

1. Welcome and New Member Introductions...

Chairman Serafini facilitated the meeting and welcomed our 3 new members from Saratoga County:

- a. Doug Ford – Curtis Lumber
- b. Mike Prime – QUAD
- c. Matt Rose – Saratoga Prosperity Partnership

2. Approval of December, 2021

Motion to Approve: by Gary Dake **Second:** Dominick Patrignani

Discussion: None; **Vote:** Approved unanimously.

3. Presentation on Career Jam 2022

Ryan VanAmburgh recently provided an overview of Career Jam Connect to the R&D Committee, and the Committee suggested that he present to the greater Board. Ryan joined our Board in March of last year, after being appointed by Saratoga County. He provided an overview of Career Jam events planned for 2022, which will be a combination of in-person and virtual.

4. Committee Updates

- a. **Executive Committee** report by Joe Serafini.
- b. **Business Needs Committee** Gary Dake, the new Chairperson reported that the committee continued its work on the CDL initiative and will be considering other career targets for program development.
- c. **Resource & Development Committee** report by Ash Anand. The committee was introduced to Career Jam Connect, and then discussed the EMT training collaboration in Saratoga County. Other initiatives discussed were Teacher Aides, and Teacher Assistants, support for recruiting and assistance with required certification exam. Other items of interest were marketing of Center services to educate and inform. A recently developed career calculator may help students gather information on career options and earning potential. More work with regional Guidance Counselors will be a focus area, as well as Spring job fairs in high schools for obtaining working papers and communicating summer employment opportunities.



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5. **Center's Operations Report** Jen McCloskey, Liza Ochsendorf and Roberta Davis.
6. **WDB Operations Update** Gretchen Steffan updated the WDB on the MOU, Priority Occupation List, Implementation of Quarterly Monitoring, Equal Opportunity compliance, WDB certification status, administrative process, NYSDOL's Disability Resource Coordinator Pilot program, bylaw revisions, upcoming RFP's, an upcoming presentation to Association of Counties on 3/14 in Albany, submission of a presentation proposal to CRHRA Annual Conference in May, participation and submission of Good Jobs Challenge Grant application, receipt of additional NOA for Round-2 funding under the Employment Recovery National Dislocated Worker Grant, and the NYS WIOA 4-Year Combined Plan Modification for 2020-2023.
7. **Discussion on Proposed 2022 Action Items for SWW WDB** Gretchen Steffan provided 3 priority areas for consideration to the Board, which included operational plans, building school partnerships and building broader business partnerships encompassing more business sectors. The plans were acceptable to the Board and will be incorporated into daily, weekly, and monthly action plans so we many channel our organizational energy in specific areas of focus.
8. **Additional Opportunity for Board Member Announcements / Comments** Caelynn Prylo reported that SUNY Adirondack's received a Work Reimagining Workforce Grant, that will allocate resources to workforce training for healthcare programs. There will also be programs offered to support healthcare careers in Data Analytics/Data Imaging, and a Sterile Processing Tech Program. These programs will offer national certifications and will be offered at the Queensbury and Saratoga campuses.
9. **Adjournment Motion:** by Michael Kelly **Second:** Laura Oswald 10:00 am