



SWW Workforce Development Board

Meeting Minutes

of Wednesday, February 28, 2024 Meeting at WCCC, Glens Falls NY

thejoblink.org

BOARD MEMBERS PRESENT: Scot Chamberlain, Susan Corlew, Dan Dudley, Paige Foote, Doug Ford, Maureen Grabowski, Patricia Klimkewicz, Tara McCaughey, Zack Moore, Mike Munter, Laura Oswald, Turina Parker, Michael Prime, Tracey Riley, Matthew Rose, Joe Serafini, Mary Ann Spiezio, Wendy Skawinski, Mark Stratton, John Wheatley, (20)

EXCUSED: Ash Anand, Scott Brazie, Gary Dake, Chris Koval, Michael Mastropietro, Elizabeth Miller, Dominick Patrignani, Tricia Rogers, Elaine Wilkie (9)

GUESTS: Jenniffer McCloskey (*Saratoga County Career Center*) Liza Ochsendorf (*Warren County Career Center*), Roberta Davis (*Washington County Career Center*), Shelley Smith (*LEAP*), Regina Darrah & Margaret Enzien (*NYSDOL*), Zoe Vandermeulen (*One Stop System Operator*) (7)

STAFF: Gretchen Steffan, Executive Director

Welcome...

Chairman Munter welcomed the group to the Warren County Career Center.

1. Approval of October Meeting Minutes - **Action Item**

Motion to Approve: by Zack Moore **Second:** Maureen Grabowski

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

2. **R&D Committee Exercise on Entry-level Positions...** Tara McCaughey, R&D Chair, took the group through an exercise to add to an existing list of entry level positions and existing training programs in the SWW region within the business sectors of Construction, Manufacturing, Healthcare, Transportation, Machine Tool, Hospitality, Government, IT/Media, Veterinary and Insurance. Once these items have been combined, the committee will follow-up by researching current ETPL providers listed within the NYSDOL Eligible Training Provider List (ETPL) as well as programs available through our community college partners (HVCC/SUNY ADK/SUNY Schenectady) and WSWHE BOCES.

3. **WDB Round Table to Catch Up on Activities/Events.** Mike Munter facilitated a conversation with members on recent developments in attracting students into the **Trades**, WSWHE BOCES will be starting a computer **gaming program** in the fall, in addition to expanding their **Women-in-Trades** initiative and their **early college career academy**. There is an identified need to support **Real Estate Licensure**. There is a current need for area **Corrections Officers**, a growing concern over the Governor's budget intention to close several prisons across NYS, and that Great Meadow is the largest employer in Washington County. The local **Sheriff's Offices** and **Department of Social Services** are in need of staff, and the upcoming **Broadband** expansion will require staff too. The QUAD Plant closure is progressing, and there was an on-site **job fair** this month which hosted over 50 regional employers courting QUAD staff. The **NYSDOL Teacher Ambassador program** is expanding, which happens over the summer months.

4. **Career Center Tour & Overview.** Liza Ochsendorf and Wendy Skawinski provided a tour of the Warren County Career Center to attendees, and provided an overview of services offered by Center staff. It was very



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enlightening for the WDB to see the range of services, and how they are delivered at the Center. The Warren County staff and NYSDOL staff are co-located at this Center at 333 Glen Street in Glens Falls.

5. **Career Centers Operations Update.** Liza Ochsendorf provided the Centers update for all 3 Centers, and discussed the start of the Summer Youth Employment Program enrollment process, Job Fair planning for schools and the general public, GED student activities/progress, workforce participation rates and the false narrative that people don't want to work. She offered that we actually have more people working now than we did in 2019, and perhaps people's needs are different than before. Liza provided the group a Warren County Labor Statistics chart supporting the number of employed in 2019 vs 2024. Liza mentioned that the GED classes still have waiting lists, and all 3 Centers continue to fund CDL licensure, healthcare certifications and a broad range of other certifications.
6. **One Stop Operator Briefing.** Zoe Vandermeulen, One Stop System Operator explained her role in ensuring that our customers, whether job seekers or businesses, should be able to walk into our Centers, or any mandated partners and get all of the services and programs they need seamlessly. Seamless, means we are communicating, and we're continuously improving to provide great service to the customers that come through the door. That also means that all of the partners (*Centers, Disability Specialists, Departments of Social Services, Senior Citizen Employment Providers etc.*) in this process, meet and know one another to ensure a solid knowledge base of services offered/provided. They also discuss how the group of partners can better collaborate and service customers. The April 17th meeting will include the Office of New Americans to help us understand the needs of asylum seekers.
7. **Presentation –NYSDOL Rapid Response Process for Plant Closures.** Regenna Darrah, Statewide Rapid Response Coordinator and Margaret Enzien, Workforce Program Specialist provided the group with an overview of the Shared Work Program as a tool for business use to potentially alleviate plant closure. Rapid Response is a service that can provide early job placement assistance and other service resources to businesses facing cutbacks. Shared work can save labor dollars by adjusting work schedules to fit the work available, and while on a reduced schedule, employees receive reduced pay from the business, and a percentage of their benefit rate. That way, business can retain valued staff by readjusting work schedules and not have to engage in a reduction in force. The NYSDOL Shared Work Initiative is ready to help NYS business facing challenges.
8. **Committee Updates**
 - a. **Executive Committee** met with Gretchen on February 7th, and discussed a range of issues, which included: Compliance, Monitoring, Board Membership Status, Budgets, Regional Economic Development, Technology, Committee Progress, the Career Centers, the One Stop Operator, Board agenda, the Branding initiative and Deputy Director position.
 - a. **Business NEEDS Committee** met on January 30th. The work continues on Childcare, Broadband, Trades, Healthcare and Transportation. We are moving forward with the Transportation initiative, which will include CDTA in the discussion. GGFT's transition is going well and now is the time to delve into deeper discussions about possibilities.



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- b. **YOUTH Committee** met on January 31st. The group spent their time discussing goal setting and drafting goals. The committee spent their meeting time on goal formulation, which now will move into subcommittees for each goal to identify action plans.

1. *Develop a new employee orientation program for business use to successfully onboard youth ages 14 to 24.*
2. *Develop a curriculum to prepare youth for future career success, that can be used by career centers/education partners.*
3. *Develop a parent participation strategy for improved involvement in youth career decisions.*
4. *Develop a priority career catalog for area students to consider local employment opportunities.*
5. *Identify funding sources for this work.*

- c. **Resource & Development Committee** met on February 1st. Tara McCaughey will be moving to a new role at GlobalFoundries. She will stay on the WDB for a short time, as it is likely that her replacement may be more suitable to fulfill the needs of the WDB. Tara will be stepping down from the R&D Chair role and Executive Committee.

9. **WDB Operations Update.** Gretchen provided a summary of activities that included compliance on both program and fiscal monitoring, the WDB Certification process, WDB Appointment status, first meeting of the regional Business Services Teams, the SUNY Schenectady Criminal Justice Pre-Apprenticeship Program, WIOA Reauthorization, the Deputy Director Job Description and recent NYSDOL WIOA Synergy Programs. She also introduced idea exploration for a collaborative project at a future date.

10. **Additional Opportunity for WDB Member Announcements / Comments.** Mr. Munter offered his thanks to the group on their dedication and time investment to our purpose. He is proud to be part of this team, supporting the important work we are doing for regional workforce development.

11. **Adjournment at 10 am**

Mr. Munter

Next SWW WDB Meeting
Wednesday, April 17, 2024
Location: TBD from 8–10 am