

Broome Tioga Workforce NY WDB Meeting

March 25, 2022

2 pm

WDB meeting held by Zoom pursuant to Governor Hochul's Executive Orders to minimize physical gatherings due to COVID-19.

Zoomed or called in **WDB Members Present:** Maureen Abbott, Len Basso (Vice Chair), Danielle Britton, Allen Buyck, David Goodness, Jonathan Layish, Paula Perna, Chris Powers, Jenna Rosenberg, Karen Shelp (Chair), Ken Smith, LeeAnn Tinney, Shawn Yetter

Excused: Michael Atchie, Myra J. Bobo-Pickens, Tom Crowley, Allyn W. Jones, Barbara Kane, Jack Lance, Justin Marchuska, Robert Messler, Teresa Rennie, Brian Scanlon, Frank Stento

Zoomed or called in – staff and guests: Robert Murphy (RCM – Host, BTWF-Broome), Adam Flint (Clean Energy Programs), T Hanson (Tioga CCE), Christian Harris (NYS DOL), Becky Harris (BTWF- Broome), Vikki Kaufman (NYS DOL), Sean Lanning (Tioga Economic Development & Planning), Sheri McCall (BTWF – Tioga), Erin Monroe (BTWF-Broome), Dorothy Richter (Southern Tier 8), Holly Tracy (Broome CCE), JP Tschang (BTWF-Broome), Melissa Watkins (Tioga CCE), Lisa Weston-Bialy (Tioga CCE)

Handouts emailed: Agenda, WDB 12/17/21 meeting minutes, Executive Committee 3/18/22 draft meeting minutes, One Stop Operator Report March 2022, Broome CCE Career Bound 3<sup>rd</sup> Quarter PY21 Report, Tioga CCE WIOA Monthly Report – Jan Feb 2022, Youth contracts fiscal status as at 2/28/22, Draft policy – Purchasing Policy, Priority Occupations and suggested changes lists, Local Plan 2021, Sub-committee Assignments, Binghamton MSA Labor Market Profile Jan 2022. To Board Members: Request for Proposals(RFPs) for Tioga County Youth Program PY 22 – 24, RFP for Broome County Youth Program PY 22 – 24, RFP for One Stop Operator PY 22 – 24.

I. Len Basso as Vice Chair called the meeting to order at 2:07 pm.

II. Introduction of Members and Guests

RCM welcomed everyone to the Zoom meeting.

III. Review and approval of previous WDB meeting minutes:

Minutes for the meeting held on December 17, 2021 were reviewed. Motion to accept December 17, 2021 WDB meeting minutes. Al Buyck 1<sup>st</sup>, Lee Ann Tinney 2<sup>nd</sup>. All in favor.

IV. New Business

1) Youth Program status:

- Broome CCE (Career Bound program) –
  - Holly Tracy updated the Board on Broome CCE's activities.

- Hunter and Dulcie have joined Broome CCE's Youth team and were introduced to the OET personnel on a recent visit.
- 38 youths are enrolled to date.
  
- 19 youths are employed including one Opportunity Impact Training Program (OITP) graduate.
- Holly referred to the handout that had been circulated. Local employers include Angel's Helping Hands, Marchuska Brothers, Cracker Barrel and Glowa Manufacturing. Testimonials were received from outreach avenues like Family Enrichment and Glove House (a foster care facility in Owego).
- Success stories include a youth who managed to secure permanent employment with transportation and other assistance from Broome CCE. She and her family now have stable housing and are released from the \$600/week rent payment.
  
- Tioga CCE –
  - 22 youths are currently enrolled with 6 pending.
  - 3 youths are in training in Welding, Phlebotomy and Vet. Tech. 8 are in TASC or school.
  - One youth is doing well in a Work Experience arrangement in real estate. Tioga CCE is looking to help place the Real Estate Licensing course on the ETPL for funding.
  - Success stories include a youth who was assisted in gaining employment after completion of his welding class. Another youth was assisted by Tioga CCE after being incarcerated. WIOA helped both youths to obtain work clothing and cover transportation costs.
  - Referrals were received from Probation, a past participant and a school district.
  - An exciting new partnership with the Waverly School District in a Pilot project will enroll up to 5 recent high school graduates with disabilities in the Youth Program to be placed in work experiences in the school district and locally. The Waverly School District will also provide staff assistance in their computer labs to allow graduates to take online college classes. This will ensure steady internet access and help boost success rates in college.

2) Report from One Stop Operator – Southern Tier 8

Dot Richter appreciated the sub-recipients' co-operation in building the report and sharing their success stories. They are doing a great job.

3) Youth Program Fiscal Status @ 2/28/22 –

- A report on the sub-recipients' fiscal status had been circulated prior to the meeting and showed that Tioga CCE had claimed \$241,529.78 as at 3/7/22 which was 15% underclaimed from budgeted amount (previous quarter 13% underclaimed). Work Experience was underclaimed by 8 %. Tioga CCE has had 2 retirements which contributed to the lower claims. Claims were up to Dec. 2021.
  
- Broome CCE was 9% underclaimed at \$332,640.46 with claims up to January 2022. Broome CCE has seen 2 resignations/transfers and had hired 2 new staff. The new staff will contribute to higher claims in the future. Youth work experience was underclaimed by 21% (previous quarter 17%).
  
- Len Basso queried on what would happen to the underclaims at the end of the project year and JP Tschang responded that the funds would fold back into the general fund to be used for youth. No transfers are allowed from Youth funds.

4) Approval of Request for Proposals (RFPs):

i) Youth Program Broome County:

The draft RFP for the youth program for Broome County was reviewed and approved for issuance. Motion to issue the RFP for youth program for Broome County for \$150,000 per annum for PY 22 (7/1/22 – 6/30/23) with 2 extensions up to PY 24 (7/1/24- 6/30/25). David Goodness, 1<sup>st</sup>, Paula Perna 2<sup>nd</sup>. All in favor.

ii) The draft RFP for the youth program for Tioga County was reviewed and approved for issuance. Motion to issue the RFP for youth program for Tioga County for \$120,000 per annum for PY 22 (7/1/22 – 6/30/23) with 2 extensions up to PY 24 (7/1/24- 6/30/25). Al Buyck 1<sup>st</sup>, Maureen Abbott 2<sup>nd</sup>. All in favor.

iii) The draft RFP for One Stop Operator for BT Workforce was reviewed and approved for issuance. Motion to issue the RFP for One Stop Operator for BT Workforce for \$5,000 per annum for PY22 (7/1/22 – 6/30/23) with 2 extensions up to PY 24 (7/1/24- 6/30/25). David Goodness 1<sup>st</sup>, LeeAnn Tinney 2<sup>nd</sup>. All in favor.

5) Approve transfer of \$100,000 from PY 21 Dislocated Worker (DW) Program to Adult Program

- The transfer of \$100,000 from PY 21 DW to Adult Program will allow more On the Job Training contracts (OJTs) and ITAs (Individual Training Authorizations) for classroom training to be written for Adult participants. Eligibility for the Adult program is less restrictive than for the DW program and thus would allow more participants to be served.
- Motion to approve transfer of \$100,000 from PY 21 Dislocated Worker to PY21 Adult Program fund. Al Buyck 1<sup>st</sup>, Paula Perna 2<sup>nd</sup>. All in favor.

6) Updates to Policy:

- Purchasing Policy  
Sheri McCall submitted the latest policy change to the BT Workforce Purchasing Policy to be complaint with the Broome County Purchasing Department's procedure. The change was to reflect Bidnet wording and have potential bidders register on Bidnet to receive RFPs.
- Motion to approve update to Purchasing Policy to refer to Bidnet for RFPs and have potential bidders register on Bidnet to receive RFPs and not directly from BT Workforce. Chris Powers 1<sup>st</sup>, Al Buyck 2<sup>nd</sup>. All in favor.

7) Labor Market Report – Christian Harris

- RCM suggested that the labor market report from January 2022 be discussed out of turn from what was in the agenda as a precursor to the Priority Occupations List.
- January 2022 showed an unemployment rate of 4.4% which was an all-time low since the 1990s. Employment rate was in the 95-96% range.
- Despite the encouraging upward employment trend there are still individuals missing from the labor force, e.g. resident civilian labor force was 106,100 in Dec. 2019 (pre-pandemic) but only 101,900 in Dec. 2021, a drop of 4,200 individuals. Employed was 101,000 in Dec. 2019 and 98,600 in Dec. 2021, a drop of 2,400 individuals.

- The number of jobs seem to have decreased although GDP has increased.
- The area needs to attract individuals and families from outside the area. Especially for the new FedEx Building in Kirkwood that needs 200 employees.
- Flexibility of jobs to take into consideration child-care and elder care in the midst of the pandemic are priority for some families now. Some industries are difficult to work from home e.g. banking.
- David Goodness shared that Onondaga County experienced a loss of 21,000 in their population.
- Job seekers have seen a change in demographics over the years – there are more female job seekers now (recent job fair in Tioga County saw 66% women and 44% men).

#### 8) Priority Occupations List

- The priority occupations list and changes to the list reflect increased demands in new industries – battery technology, solar energy, and continuing needs in traditional sectors like childcare, construction, manufacturing and food preparation.
- All input from Board Members have been updated in the list of changes.
- Motion to accept the suggested Changes to the Regional/LWDA Priority Occupations List as of March 25, 2022. Maureen Abbot 1<sup>st</sup>, Chris Powers 2<sup>nd</sup>. All in favor.

#### 9) Local Plan 2021

- This is a 4-year plan that was started in July 2021 and was delayed due to the pandemic and staff having to be away from the office.
- There will be an opportunity to review and revise the plan halfway through the plan period in 2023.
- Motion to accept the Local Plan 2021 – 2025. Al Buyck 1<sup>st</sup>, Paula Perna 2<sup>nd</sup>. All in favor.

#### 10) Grants update:

- i. ER-NDWG (Employment Recovery National Dislocated Worker Grant)  
This grant has been increased from \$42,805 to \$83,028.45. It currently has 2 persons enrolled under the program for On-the-Job Training contracts. Guidance had previously been provided that participants needed to be receiving Pandemic Unemployment Assistance (PUA) to be eligible for this grant. This was recently dispelled as detailed parameters on eligibility were issued – participants could self-attest as to their reason for unemployment. The grant ends in September 2022.
- ii. ARC/CFA WDI (Appalachian Regional Commission/ Consolidated Funding Application (CFA) Workforce Development Initiative (WDI)) /CFA/WDI – 2<sup>nd</sup> class starting in March 2022  
There are 20 participants in this cohort with 30% in recovery or re-entry. Only 2 are youth. Efforts will be made to reach out more to the younger population.
- iii. Collaborative Recovery Empowerment of the Southern Tier (CREST)/INSPIRE Grant .  
RCM presented at a recent talk in Washington DC to the National Association of Development Organizations (NADO). There was interest in this region due to our continuing activities throughout the pandemic. A good example of a resource is what is happening in Georgia where prisons have provided participants for the welding programs.  
OET has a new counselor, Kate Mikulski, who concentrates on the recovery and re-entry population and has helped increase the female participation rate in the current manufacturing class.

- iv. GVP (Gun Violence Prevention) Initiative  
There are 61 participants in the program now which is being extended to March 2023, subject to State budget approval.
- v. Build Back Better Grant (BBB)  
This is one of two new grants and is in collaboration with Binghamton University. Concentration is in the battery technology. Pipeline for the project runs between Syracuse, Elmira and Rochester. There will be an increase in training needed if this grant comes through.
- vi. Green Energy Grant  
This new grant concentrates on creating a green energy corridor. Decarbonizing Ithaca , installing energy efficient HVAC systems in buildings, apprenticeship opportunities are all being looked at. BT Workforce is working with Danielle Britton from SUNY Broome and NYSERDA to create clean energy programs in community colleges and universities.

11) Board attendance – Sub-Committees for Career Pipeline

In the interest of time, this topic was postponed to the next meeting.

12) Youth Council

In the interest of time, this topic was postponed to the next meeting.

13) Sheri McCall Retirement – with thanks from the Board

Sheri McCall had been with Broome-Tioga Workforce for over 20 years and March 25, 2022 was her last day at work. On behalf of the Board, Len Basso thanked Sheri for her dedication and hard work with all matters especially the policies and intricacies of JPTA, WIA and WIOA. She was a valuable asset to BT Workforce.

Sheri responded that it had been a pleasure and honor to work with everyone.

A gift basket was presented to Sheri as a token of appreciation from the Board with warm wishes for a happy retirement.

14) Any other matters

Future WIB Meetings in 2022-

June 24, 2022  
September 23, 2022  
December 16, 2022

There being no further matters, motion was made to adjourn the meeting. Al Buyck 1<sup>st</sup> Chris Powers 2<sup>nd</sup>. All in favor.

Meeting adjourned at 3:12 pm.