

Broome Tioga Workforce NY WDB Meeting

March 26, 2021

11 am

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

Called in **WDB Members Present:** Michael Atchie, Len Basso, Allen Buyck, Tom Crowley, David Goodness, Jack Lance, Jonathan Layish, Justin Marchuska, Robert Messler, Chris Powers, Jenna Rosenberg, Brian Scanlon, Karen Shelp (Chair), Frank Stento, LeeAnn Tinney

Excused: Maureen Abbott, Michael Dundon, Allyn W. Jones, Barbara Kane, Teresa Rennia, Paula Perna, Ken Smith, Shawn Yetter

Called in - staff: Robert Murphy (RCM – Host, BTWF-Broome), T. Hanson (Tioga CCE), Christian Harris (NYSDOL), Sheri McCall ( BTWF – Tioga), Erin Monroe (BTWF-Broome), Dot Richter ( Southern Tier 8), Beth Roberts (Broome CCE), JP Tschang (BTWF-Broome), Melissa Watkins (Tioga CCE), Brittany Woodburn (Tioga County Eco. Development & Planning)

Handouts emailed: Agenda, WDB 12/18/20 meeting minutes, Executive Committee 3/18/21 draft meeting minutes, One Stop Operator Report March 2021, Youth contracts fiscal status as at 2/28/21, Broome CCE Career Bound March 2021 report, Proposal from Datrose Inc for Youth Temporary Staffing Agency contact, BTWF BOCES RFP Attachment 4, PY20 MOU Template and Attachments A & B (Broome and Tioga), Revised 2020 Priority of Service – Adult Policy, Final draft Youth Additional Assistance Policy, Binghamton MSA report Jan 2021.

- I. Karen Shelp as Chair called the meeting to order at 11:06 am.
- II. Introduction of Members and Guests:  
Board members and guest lists were read out with thanks extended to attendees.
- III. Review and approval of 12/18/21 meeting minutes:  
Minutes for the previous meeting were reviewed. Motion to accept WDB meeting minutes.  
David Goodness 1<sup>st</sup>, Al Buyck 2<sup>nd</sup>. All in favor.
- IV. New Business
  - a. Update on COVID 19:
    - RCM reported that Broome Career Center currently operating at 50% capacity will move to 100% capacity on April 5<sup>th</sup>, 2021 as approved by County Executive Jason Garnar.
    - Tioga Career Center was never closed down and continues to welcome customers with appropriate safety procedures in place.
    - Availability of unemployment insurance benefits have suppressed the need to seek jobs and this has been communicated up the chain to State and Federal levels.
  - b. Job Fairs
    - Sheri McCall shared the success of the recent virtual job fair conducted by Tioga Career Center.
    - More than 200 persons registered of which 57 did not show and 41 were not currently employed.

- The stimulus package announced just before the event may have dissuaded potential participants from attending.
  - Feedback from Tioga Downs and Tioga State Bank have been excellent and one experience shared was about a job seeker who was hired for a full-time position while working part-time in the restaurant business.
- c. Update from Tioga County Economic Planning & Development Board
- Lee Ann Tinney introduced her colleague Brittany Woodburn, Deputy Director of Tioga County Economic Planning & Development Board.
  - Brittany is leading the County-wide workforce development effort by creating a workforce pipeline strategy in collaboration with the 6 school districts to share programming, curriculum and talents.
  - A K – 12 school emphasis is necessary as superintendents recognize the disconnect between what schools are teaching and what employers are looking for.
  - A 3<sup>rd</sup> party lead funded by a local foundation will implement the school to careers pipeline strategy for 3 years to be sustained by a private/public partnership after that.
  - A \$600k under-employment grant has been awarded to be used for training 25 individuals in tool & die-making and as CNC operators.
  - The Tioga County Economic Planning and Development Board is working on a website to share community information with residents about schools, housing and employers as well as tourist spots for visitors to the area.
  - BT BOCES and Southern Tier BOCES have been active partners in the discussions for the development of the pipeline.
- d. Welcome to the Board: Robert Messler of Voigt & Schweitzer LLC (V & S).
- The Board extended a warm welcome to the newest Board Member, Robert Messler, who had just been appointed by the Tioga County Legislature.
  - Robert is the Sr. VP of Operations at V & S which has 8 locations and just opened one in Owego in January 2020.
  - Robert shared the extensive operations of V & S which uses hot-dip galvanizing to protect steel and metal structures like bridges, farm equipment, boat and U-Haul trailers.
  - Their latest plant in Owego is 72,500 sq ft. and has 10-12 open positions.
- e. Approve renewal of One Stop Operator Contract for \$5,000 from January 1, 2021 to December 31, 2021.
- This contract is with Southern Tier 8.
  - Motion to approve contract for One Stop Operator with Southern Tier 8 for \$5,000 p.a. for period from 1/1/2021 to 12/31/2021. Len Basso 1<sup>st</sup>, Brian Scanlon 2<sup>nd</sup>. All in favor.
- f. Report from One Stop Operator – Southern Tier 8
- Southern Tier 8's March report as One Stop Operator was presented to the Board for review.
  - RCM noted that the details in the report will be further discussed by the sub-recipients who were present at the meeting.
- g. Youth Program Status:
- Broome CCE-
    - Beth Roberts reported on Broome CCE's activities for the quarter.
    - Broome is up to 20 youth enrolled now with 2 pending.
    - 5 of the youth had OJTs with Willow Run.

- Beth thanked BT BOCES for their referrals to the youth program.
- 2 youth are currently in the BT BOCES Welding program which has excellent job prospects.
- 10 youth are in customer service certifications and one is in post-secondary training.
- There is increased optimism for the coming months for improvement in enrolment numbers.
- Tioga CCE –
  - Melissa Watkins presented Tioga CCE’s activities for the last quarter.
  - Tioga CCE staff went from being fully remote to being back in the office one day a week in March 2020.
  - This has improved the engagement and participation among the youth population.
  - 20 are enrolled for PY20 with 2 pending enrolment.
  - One person each is in the following training: CDL training with a potential position in DOT, C.N.A., security.
  - One youth has obtained high school equivalency, another in work experience (W.E.) and another is pending W.E.
  - One youth was interviewed in Price Chopper and hired on the spot.
  - One youth is in the National Guard assisting in Covid vaccine rollouts in Corning.
  - A success story was shared about a youth who sought help in career exploration and was led to a job in security. Tioga CCE assisted with work clothes and clothing for this individual.
  - Melissa and Sheri agreed that presence/co-location in the building helps referrals from DSS, CPS and Probation departments.
  - About 10 youth attend the TASC class in person and they are screened for the youth program straight away.
  - Melissa shared that Tioga CCE has been awarded a grant from NYS Office for People with Developmental Disabilities in collaboration with Cornell Dept. of Industrial and Labor Relations. This is to help youth involved in the justice system find success in the workforce and engage in the community.

h. Youth Program fiscal status @ 2/28/21:

- JP Tschang referred to the Youth contracts fiscal status handout which showed Broome CCE’s claims up to Dec. 2020 being \$30,182.37 underclaimed (13% underclaimed compared to previous quarter of 15% underclaim) and Tioga CCE’s claims up to Feb. 2021 being \$16,754.63 underclaimed (9% underclaimed compared to 20% in the previous quarter).
- The latest results represented an improvement in totals claimed over the last quarter.
- Improvement in claim rate was noted for Tioga CCE’s youth work experience portion (4% overclaim compared to 9% underclaimed in last quarter). Broome CCE will be catching up when they submit their latest claims as they were 13% underclaimed for youth work experience compared to 8% underclaimed for last quarter.
- Reasons for the delay in claims include the hybrid work environment because of COVID, both Cooperative Extensions being audited at the time and a changeover to a new accounting system.
- The budget for the upcoming PY21 will be discussed and mutually agreed with each sub-recipient to ensure reasonable amounts set for monthly claims.

i. Approval of contracts:

i. Temporary agency contract for youth staffing:

- RCM reported that in response to the RFP issued in February 2021, one proposal from Datrose Inc. had been received.
- This had been reviewed by the Review Committee and Exec. Committee and circulated to the Board Members.

- Datrose Inc. is the current contractor for youth temporary staffing agency services.
- The Review Committee and Exec. Committee recommend the award of temporary youth staffing agency contract to Datrose Inc. under terms contained in the proposal.
- Motion to approve award of temporary youth staffing agency contract to Datrose Inc. for period from 7/1/21 – 6/30/22 with option to renew for 2 periods for annual amount not to exceed \$240,000 with \$40,000 in fees. Len Basso 1<sup>st</sup>, David Goodness 2<sup>nd</sup>. All in favor.

ii. Increase Tioga County contract by \$20,000 from \$73,416.10 for PY20 Adult to \$93,416.10 PY20 Adult:

- This will allow Tioga County Career Center to further their activities in the Adult program.
- Motion to approve increase in Tioga County contract by \$20,000 from \$73,416.10 for PY20 Adult to \$93,416.10 PY20 Adult program. Lee Ann Tinney 1<sup>st</sup>, Brian Scanlon 2<sup>nd</sup>. All in favor.

j. Approval of BT BOCES Attachment 4 Attestation:

- This is a submission from BT BOCES to NYS DOL for WIOA Title II funds and BT WFNY needs to attest to the alignment with Local Workforce Development Plan in Attachment 4.
- The industry concentration is healthcare this time round.
- Motion to retrospectively approve Robert Murphy signing the attestation as Executive Director of BTWFNY. Len Basso, 1<sup>st</sup>, Lee Ann Tinney, 2<sup>nd</sup>. All in favor. Al Buyck abstained.

k. Approval of Memorandum of Understanding (MOU):

- RCM spoke about the MOU for PY20. It is currently under discussion and negotiation with NYS DOL.
- This MOU represents an effort to collaborate with partners in the effective running of the career centers throughout NYS.
- Motion to approve Karen Shelp to sign as Chair and Robert Murphy to sign as Exec. Director for BT WFNY. Robert Messler 1<sup>st</sup>, Frank Stento 2<sup>nd</sup>. All in favor.

l. Policy updates:

i. Priority of Service in Adult Program:

- Sheri McCall noted that this update to the policy was to accommodate adults who are basic skills deficient per State's requirement in the latest TEGE. Basic skills deficiency definition is not being able to compute or solve problems, or read, write, or speak English at a level necessary to function on the job, in the individual's family, or in society.
- Motion to approve updates to Priority of Service in Adult Program to include basic skills deficient criteria. Brian Scanlon 1<sup>st</sup>, Jenna Rosenberg 2<sup>nd</sup>. All in favor.

ii. Youth Additional Assistance definition:

- Sheri explained that the policy was to provide additional assistance eligibility criteria for youth and this criterion would be one of "last resort" under WIOA.
- This revision to the Youth Additional Assistance definition will update the Policy to state the low-income requirement for eligible youth and have a 5% cap on In-School Youth under additional assistance criterion.
- Motion to update the Youth Additional Assistance definition to include low- income requirement for eligible youth and have a 5% cap on In School Youth enrolled under additional assistance criterion. Len Basso 1<sup>st</sup>, Justin Marchuska 2<sup>nd</sup>. All in favor.

m. Grants update:

i. ER-NDWG (Employment Recovery National Dislocated Worker Grant):

- This grant was awarded for \$42,804.24 from 8.27.2020 to 9.30.2022 for dislocated workers affected by COVID 19 closures or effects.
- Motion to approve ER-NDWG grant of \$42,804.24 from 8.27.2020 to 9.30.2022. Lee Ann Tinney 1<sup>st</sup>, Al Buyck 2<sup>nd</sup>. All in favor.

ii. ARC/CFA/WDI:

- This grant is a total of \$300,000. The \$100,000 CFA/WDI contract with the State is finalized and going through the system for signatures.
- Partners to be thanked include Jen Gregory and Dot Richter from Southern Tier 8 which represents ARC and David Goodness from the State.
- This grant will focus on job opportunities in Broome and Tioga counties.

iii. CFA 8.0:

- The latest Opportunity Impact Training Program (OITP) session will run from April 19 – May 7, 2021.
- Advanced Manufacturing courses with focus on soft and hard skills are offered for up to 20 students. Several employers have signed up for interviews with the graduates from this session.

iv. INSPIRE Grant:

- \$500,000 Regional Grant was awarded of which \$75,000 is going to BTWF.
- This grant is in collaboration with Southern Tier 8/ARC and concentrates on assisting those with substance use disorders to return to be productive members of the workforce.
- CASAC training will be involved in this grant.

V. NYSDOL Statistical Analyst Presentation:

- Christian Harris joined the meeting late due to a previous commitment and sent in the following statement:  
 “In general, 2021 is going to be another crazy statistical year. We’ve made employment gains in the Binghamton Metro but we’re still well short of our pre-pandemic levels. The federal stimulus will present itself as a double-edged sword. Consumer demand should notably improve but we are likely to see worker shortfalls in many industries until the third quarter of 2021, when federal safety nets sunset.”

VI. Board attendance – sub-committees for Career Pipeline:

- RCM commented that the attendance for that day’s LWDB meeting was good and encouraged Board members to attend meetings regularly.
- Board members unable to commit time to the Board should be allowed to move on and current Board members may recruit new members to join.
- RCM is looking to establish sub-committees in the following sectors to promote career pipelines in each one:
  - Apprenticeship
  - Manufacturing
  - Advanced Manufacturing
  - Healthcare
  - Agriculture
  - IT
  - Skilled Trades

- Co-operation will be sought between the IDAs, BT BOCES, SUNY Broome and all relevant partners.
- Beth Roberts commented that an Agricultural Taskforce has already been established and will invite RCM to be a part of that.
- RCM stressed that BT Workforce should be the nexus of workforce activities to bring parties together in one place.
- Workforce development should be differentiated from focus on economic development which is more business oriented.

VII. Any other matters

a. Future WIB Meeting in 2021-

The following dates are the WIB meetings planned in 2021:

June 25, 2021

September 24, 2021

December 17, 2021

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

Meeting adjourned at 12:10 pm.