

## WORKFORCE DEVELOPMENT BOARD

**February 28, 2017**

**8:30 A.M.**

**Tompkins County Public Library**

**Present:** M. Abdelrehim, I. Burbank, D. Burrows, L. Dillon, M. Gold, K. Kersey, J. Lance , P. Levesque, J. Mareane, L. Patz, S. Peake, S. Pronti, K. Smith, M. Stamm, M. Stazi, J. Tavares

**Excused:** A. Bishop, B. Dickens, C. Haynes, A. Hendrix, J. Matteson, M. Talarski

**Absent:** B. Allen

**Ex-Officio:** D. Bradac, L. Holmes

**Guests:** T. Geisenhoff, K. Cerasaro, C. Harris, NYSDOL; D. Hesler, TST BOCES

**Staff:** J. Mattick, J. Luu

### **Call to Order**

Chairman Burrows called the meeting to order at 8:36 a.m. and introductions of visitors followed.

### **Announcements**

Ms. Tavares reported the on the job training is up and running at the chamber for 2017. The program allows from \$3,000 to \$4,000 per individual and can be used by companies to promote from within. Ms. Dillon stated the program has been used often by Tompkins Community Action and is a great program. Ms. Patz and Mr. Burrows noted the same about the program and their companies.

Ms. Holmes reported she was in Albany yesterday at a public hearing to provide testimony on the home care workforce crisis. She remains hopeful that more will be done to meet the growing demand. She reported on the local level she has met with Diane Bradac and Diahann Hesler to discuss home health aide training.

### **Board Action Items**

#### **Approval of Minutes**

It was Moved by Mr. Stamm, seconded by Ms. Patz, and adopted by voice vote of members present to approve the minutes of December 13, 2016.

#### **Approval of Local Monitoring Policy**

Mr. Burrows reported the policy has been discussed at the Executive Committee. The policy has been updated to include references to WIOA as well as changed to provide more flexibility when auditing. References to specific individuals who have carried out the tasks in the past have also been removed

It was Moved by Mr. Levesque, seconded by Mr. Pronti and and adopted by voice vote of members present to approve the Monitoring Policy as presented.

Ms. Gold arrived at 8:37 a.m.

Mr. Abdelrehim arrived at 8:40 a.m.

## **Approval of Incentive Policy**

The Incentive Policy was brought before the board at the October meeting and there was discussion as to whether stipends should be included in the policy since they are never used. The policy was referred back to Committee and has since had references to stipends removed. It was Moved by Ms. Stazi, seconded by Ms. Dillon and adopted by voice vote of members present to approve the Incentive Policy as presented.

## **Ratification of Executive Committee Actions**

It was Moved by Ms. Patz, seconded by Ms. Stazi and unanimously adopted by voice vote of members present to approve the action taken by the Executive Committee on behalf of the Board at their December 6, 2016 authorizing the Executive Director to submit a request to NYSDOL to transfer up to \$35,000 in PY16 Dislocated Worker funding to Adult funding. As a result of conversations with New York State Department of Labor, ratification of the Executive Committee's action is required by the full Board.

It was Moved by Mr. Levesque, seconded by Mr. Pronti and with Ms. Gold abstaining adopted by voice vote of members present to approve the action taken by the Executive Committee on behalf of the Board at their February 7, 2017 authorizing the release of the 2017 SYEP Request for Proposals.

## **Committee Reports**

### **Executive Committee**

The Executive Committee has been discussing training funds and various strategies that can be used since all of the training dollars are obligated at this point. Other organizations will be looked to who still have funds available. The people coming into the Career Center are requiring more intensive services and staff are providing services around job retention strategies versus in the past when the focus was on getting people jobs. They are also utilizing online Metrix training that is facilitated by staff.

Ms. Mattick stated this situation has not occurred in the past due to carryover being available. Additional training funds will become available July 1<sup>st</sup> and in the interim partnerships will be sought with other organizations to bridge the gap.

Mr. Lance reported ACCESS-VR is able to fund on the job training for individuals with disabilities for up to 20 weeks at the prevailing wage.

Ms. Gold asked who is looking at what individuals are being served. Mr. Pronti stated the One Stop Operations Committee is looking at this, they are reviewing the priority of service policy as well as demographic information. The Committee receives quarterly reports and they are closely scrutinizing the trainings occurring and the completion rates as well as looking to see where individuals are now, are they employed, if so in the field they were trained in, etc.

Ms. Mattick reported that there will be a report out by the Committee at the April Board meeting.

Mr. Burrows reported the Executive Committee has also been working on the One-Stop Operator procurement. He had hoped to bring a resolution to the Board to sole source, but the State has requested additional information to vet the process that was used.

Ms. Mattick stated there was a lot of information submitted to the State, but they were slow to respond. Tompkins is one of the first in the state to submit documentation to the state but the state had not yet identified what information they wanted. The state has since responded with a long list of documentation requested. She knew scrutiny would occur, and feels confident in the process that was used.

It was Moved by Mr. Levesque, seconded by Ms. Stazi and unanimously adopted by voice vote of members present to authorize the Executive Committee to act on behalf of the Board in response to any requests from the New York State Department of Labor as they relate to the sole sourcing of the One Stop Operator.

### **Governance and Membership Committee**

Mr. Stamm reported the Committee meets next week and will be looking at the overall membership, vacancies that need to be filled, and member terms that will be expiring at the end of June.

Mr. Matteson, chair of the Services to Individuals with Disabilities Committee, Ms. Hendrix, chair of the Youth Oversight Committee, and Mr. Bishop, chair of the One Stop Operations Committee were not in attendance.

### **Treasurer's Report**

Ms. Mattick reviewed the November and December budget statements for both the Board and the Office of Employment and Training. She noted the Board expenses are in line except for the subcontract line which is always off from the rest of the budget due to the Summer Youth Employment Program which runs May-September.

Reviewing the Office of Employment and Training expenses she noted that the training expenditures do not appear fully expended. This is the result of the Trade Act Assistance funding being included in the budget and this inflates the budget line. There are currently no active petitions for that funding.

### **WDB Director/One Stop Manager Update**

Ms. Bradac's report was distributed and is included at the end of the minutes. Ms. Mattick reported that the partners have begun meeting to discuss how they work together within the workforce development system and they will move to the MOU process. The MOU is mandated and phase one must be implemented by July 1<sup>st</sup>, phase two, which lays out the infrastructure costs is due by the end of December 2017. The MOU needs to be signed by many entities and the hope is to have the local process completed by the end of April to allow enough time for the State agencies to sign.

### **Health of the Economy – Joe Mareane, Tompkins County Administrator**

Mr. Mareane spoke about the economic and fiscal indicators for Tompkins County. The stock market is at a record high and there are consistently low rates of inflation. The unemployment rate in the County is lower than before the recession. The growth of the property tax base was up 4.5% in 2016 due to a combination of new development and appreciation. However, there is an economic anomaly with consumer spending, which has dropped steadily since 2014. Gasoline and energy costs are down, but this isn't resulting in spending in other areas. Some of the decline could be attributable to internet sales.

Sales tax numbers have seen a decline in the last 6 of 8 past quarters including a 1.3% drop in the fourth quarter of 2016. This is the worst performance in 20 years. Historically, those figures have gone up, but this hasn't been the case in Tompkins County, and as a result budgetary support has shifted from sales tax revenue to property tax increases. With normal sales tax growth, the 2017 County property tax could

have been 9% lower. He did note January 2017 figures were up 8% over the same period last year.

Indicators of need show SNAP caseloads declining (federal money), but they are still 55% higher than pre-recession. Family assistance cases continue to decline (perhaps due to a 5 year max allowable for participation). Safety Net (State and County money) cases have increased 31% above recession levels. Overall, total assistance cases are up 7% from pre recession levels.

Mr. Mareane stated that the 2017 County budget saw total spending increase by 1% percent. Local dollar spending is up 1.2%, and the property tax levy rose 2.9%. Overall, the property tax rate declined by 1.5%. This resulted in a \$15 increase to the average homeowner's tax bill.

Within the County workforce the FTE roster has gone down 6% since 2009 and health benefit costs have declined as a result of savings through the Health Insurance Consortium. Mandated human services costs are down slightly for the second year in a row.

Ms. Burbank left the meeting at 9:30 a.m.

Mr. Mareane reported the biggest challenges facing the County are the impacts of federal decisions; the Medicaid block grant could have a major impact, and the elimination of mortgage and/or property tax deductions would add pressure to cut property taxes.

There is also uncertainty with the sales tax revenue, but this could be mitigated somewhat when casino revenue starts coming in. He stated that there is also a possibility that the County will need to expand the jail. The state is suggesting a 130 bed facility costing \$32.5 million.

In closing, Mr. Mareane stated that there are a lot of counties that look at the tax cap as gospel. In Tompkins County this is secondary as the County Legislature looks very carefully at items that are too important to cut.

When asked if he thought property tax will continue to increase, he indicated that the County continues to look at ways to grow the property tax base.

### **Adjournment**

It was Moved by Mr. Pronti, seconded by Mr. Levesque and unanimously adopted by voice vote of members present to adjourn the meeting at 9:52 a.m. The next meeting is scheduled for Tuesday, April 25, 2017 at 8:30 a.m. at the Tompkins County Public Library.

Minutes prepared by Jennifer Luu.