

ONE STOP OPERATIONS COMMITTEE

March 10, 2016

8:30 A.M.

One Stop Center Conference Room

PRESENT: A. Bishop, K. Cerasaro, L. Holmes, P. Levesque, K. Kersey
EXCUSED: S. Pronti, D. Bradac, L. Dillon, C. Reckdenwald
STAFF: J. Mattick, J. Luu

Call to Order

The meeting was called to order by Chairman Bishop at 8:29 a.m.

Approval of Minutes

It was Moved by Ms. Holmes, seconded by Mr. Levesque and unanimously adopted by voice vote of members present to approve the minutes of February 8, 2016 as submitted.

Review of 2015 Training Outcomes and the Training Outcomes Report

The Training Outcomes Report through Q2 2015 (October-December 2015) was distributed. Ms. Mattick provided a brief overview. The limits for Individual Training Accounts is \$3,000 and the limit for supportive services (ie., mileage, books, etc.,) is \$1,500. During Q2, 10 providers were utilized and there were 3 On-the-Job Training (OJT) contracts written. The report is included at the end of the minutes with the names of participants redacted.

Mr. Bishop asked what a status of "incomplete" means. Ms. Mattick reported that would mean an individual who dropped out of training. She noted that some of the training providers that were used have refund policies that would return funding back to the program. She will get clarification from Ms. Bradac on which individuals this applies to and report back at the next meeting.

Mr. Kersey asked if there are income restrictions for participants. Ms. Mattick stated that income based need is prioritized when training funds are low for the adult program. The dislocated worker program income guidelines are defined within the regulations.

Ms. Holmes asked if local training providers are typically used. Ms. Mattick reported they are used when possible, but noted each training provider must go through an approval process and meet state rules. She stated that if a training provider that is also a potential employer is holding training and would like to become a training provider through WIOA, they would be required to allow open enrollment. They would also be required to charge the same amount for tuition to everyone.

Ms. Mattick reported that a lot of training occurs through OCM BOCES, they also use TST BOCES when possible, but TST does not have a lot of offerings in adult education at this time.

The committee reviewed the courses and completions and asked that Ms. Mattick get clarification from Ms. Bradac about the discrepancies for a couple of the providers where individuals are taking the same course, but charged different amounts (TC3.biz, AFCU), and report back at the next meeting. The Committee would also like to look at completion rates by provider.

Mr. Allen asked Mr. Cerasaro to give a snapshot of how OJT's work. Career Center staff collaborate to make sure employer and jobseeker needs are met. Referrals are made by individuals and through discussions with employers. Discussions around employer needs help to guide the plan that is written for the employee training. Staff works with the employer and individual to develop the plan and contract, and once in place the individual's wages are reimbursed at 50% up to the maximum of \$3000. The OJT Program is a program that provides a guarantee to an individual that they will have a job when the successfully complete their training.

Ms. Mattick stated the Chamber of Commerce also has OJT funding that can be used for skill upgrades as well as new hires.

Regional and Local Demand Occupation Reports

The Committee reviewed the Demand Occupation Reports. Ms. Mattick stated the reports are reviewed annually and changes made accordingly. In making decisions, data from the Federal and State Bureaus of Labor Statistics, JobsEQ as well as well as anecdotal information that is obtained through workforce intelligence and what we know is happening on the ground. She stated when creating the list, growth and replacement demand is looked at and consideration is also given to what is demand vs. churn. She noted the State uses the demand occupation list for funding opportunities as well. In the next six months, the Board will be asked to submit a regional plan and this list will be used in its creation. She also stated that local areas ensure that their lists align with the priority occupations identified by Regional Economic Development Councils.

Ms. Mattick noted there are exceptions that can be made to the list, such as if a person is interested in a particular occupation that is not on the list but has a job waiting for them following training.

Adjournment

The meeting adjourned at 9:36 a.m. The next meeting is scheduled for Thursday, April 14, 2016 at 8:30 a.m. at the Cornell Recruitment and Employment Center, East Hill Plaza, 337 Pine Tree Road.