

WORKFORCE INVESTMENT BOARD

MARCH 27, 2007

8:30 A.M.

TOMPKINS COUNTY PUBLIC LIBRARY

PRESENT: D. Bradac, D. Herath, L. Holmes, L. Leonard, J. Little, D. Marsh, P. McKee, J. Rossi, M. Stamm, M. Turnbull, J. Wesche, N. Zahler, T. Mallinson

EXCUSED: B. Blanchard, C. Haynes, K. Luz Herrera, J. McPheeters, M. Opperman, L. Patz, M. Talarki, E. O'Donnell, A. Pedersen

ABSENT: R. Bohman, P. Carey, L. Dillon

GUESTS: M. Armstrong, Tompkins County Area Development; B. Myers, Groton Central Schools; S. Sammis, The Thomas Group; S. Gillis, TST BOCES; K. Leonard, NYSDOL

STAFF: J. Mattick, Jennifer Luu

CALL TO ORDER

Chairman Little called the meeting to order at 8:35 a.m. Due to lack of quorum the agenda was restructured to allow more members to arrive.

EXECUTIVE DIRECTOR'S REPORT

Ms. Mattick's written report was distributed and is available at the end of the minutes. She briefly highlighted some of the items. The State has released a Request for Applications (RFA) for a business grant, "Advance NY." The purpose of the funding is to support employer strategies and local efforts for lifelong learning for the development of the incumbent (employed) worker by providing funds for upgrading the occupational skills of those workers. More information on the RFA and the application process can be obtained by visiting <http://www.workforcenewyork.org/rfa25-m/rfa25m.htm>. Ms. Mattick reported she is meeting monthly with businesses in an effort to bring as much money into Tompkins County as possible.

Ms. Mattick reported the World of Skills Job Fair is being held April 19th at the Holiday Inn in downtown Ithaca. Last year, over 300 jobseekers attended the event. She also reported that JSEC is holding their annual event "Legal update 2007 for the Workplace" on April 17, 2007, at the Country Club of Ithaca. Reservations are required, and more information can be found on the WIB's website at <http://www.tompkinsworkforceny.org>.

ONE-STOP CENTER REPORT

Ms. Bradac distributed a written report. It is available at the end of the minutes. There were 582 customers served and 22 workshops held January through March 2007. The transition of staff upstairs as well as to a new supervisor has been very smooth.

WORKFORCE DEVELOPMENT STRATEGY IN TOMPKINS COUNTY

The Board welcomed Martha Armstrong, Vice-President of Tompkins County Area Development (TCAD).

Ms. Armstrong reported that TCAD recently completed an update to the Economic Development Strategy, in which, three major five-year goals were identified. Improving workforce and

business skills was among those three. The Workforce Strategy will be a yearlong project focusing on workforce and entrepreneurial skills and the process will involve broad input from the community.

The process will involve looking at how to conduct a labor force analysis to see how many underemployed workers are in the community, what the demand for workers is now and in the future, and the needs looking to the future as well as the service capacity to match the supply and demand. Discussions are underway with consultants and it is expected the data will be gathered through surveying individuals.

Mr. Marsh asked if only Tompkins County residents will be considered in the study. Ms. Armstrong stated the process will involve areas outside Tompkins County as 1/3 of County workers are in commuters.

Mr. Little asked what the process is going to be to coordinate with other counties and what the end product of the study will be. Ms. Armstrong stated practices used by other counties are currently being reviewed. The end product will be in the form of a written report with action steps similar to the Economic Development Strategy.

Ms. Mattick stated WIB directors in contiguous counties will be contacted for their input. She stated she envisions several groups working in parallel to get the best end product possible.

ANNOUNCEMENTS

Ms. Herath announced the Women's Opportunity Center is holding a retail-training program in June. The training is held over six weeks and Ithaca College helped create the curriculum. The Office of Temporary Disability Assistance is very excited, as the training is the first in New York State. Ms. Herath stated she is also optimistic about funding for her agency this year. The new governor has included funding in his budget.

Ms. Mattick stated the TANF Summer Youth Employment Program allocation is expected shortly. The allocation is \$240,000 this year, up from \$160,000 in 2006. The additional funding will allow more youth to be served and businesses are being sought for job sites. Private sector business is crucial to the success of the program.

APPROVAL OF MINUTES

It was moved by Ms. Zahler, seconded by Ms. Turnbull and unanimously adopted by voice vote of members present to approve the minutes of January 23, 2007, as written.

APPROVAL OF NEW BOARD MEMBERS

Ms. Turnbull announced four individuals have graciously agreed to serve on the Board. They are Robert Bantle from Tompkins Trust Company, Susan Sammis from The Thomas Group, Brenda Myers, Superintendent of Groton Central Schools, and Debra Chadwick from Kionix.

It was Moved by Mr. Marsh, seconded by Ms. Herath and unanimously adopted by voice vote of members present to approve the appointments as submitted. The appointments will be forwarded to the Tompkins County Legislature for approval.

APPROVAL OF AMENDMENT TO BY-LAWS

Ms. Mattick stated at the January Board meeting the Board considered the amendment to change the bylaws to allow individuals to serve as members of the Board based on their place of employment rather than on their residency. Ms. Herath asked about the level of difficulty finding members who live in the community to serve on the Board. Ms. Mattick stated that businesses are looked at strategically to ensure a broad range

of industries is represented. WIA regulations require Board members to be in optimum policy-making authority within their organizations. It is not always possible to get individuals who live within the County who meet this requirement within their businesses.

It was Moved by Mr. Stamm, seconded by Ms. Herath and unanimously adopted by voice vote of members present to approve the amendment to the by-laws as submitted. The by-laws will be forwarded to the County Legislature for approval.

AFFIRMATION OF EXECUTIVE COMMITTEE ACTIONS

Mr. Little stated it is not unusual for the Executive Committee to act on behalf of the full Board when needed. At their last meeting the Committee approved the release of the Request for Proposals for the TANF Summer Youth Program to allow enough time for proposals to be received and the program to be implemented in a timely manner.

It was Moved by Ms. Zahler, seconded by Mr. Marsh and unanimously adopted by voice vote of members present to affirm the Executive Committee's action to release the TANF RFP.

ADJOURNMENT

It was Moved by Ms. Turnbull, seconded by Mr. March unanimously adopted by voice vote to adjourn the meeting at 9:27 a.m. The next meeting is scheduled for Tuesday, May 22, 2007 at 8:30 a.m.

EXECUTIVE DIRECTOR'S REPORT

March 27, 2007

NATIONAL TRENDS/NEWS

A recently released report from the Center for an Urban Future and the New York Association of Training and Employment Professionals details over a \$10 million decline in federal spending for youth and adult workers in New York State, 2003-2006. In addition to reviewing the decline in federal spending the report also details the over \$275 million decline in New York State funding, 2003-2005 for workforce programs. The report goes on to detail why now more than ever, New York needs a strong workforce development system.

A number of trends in the economy and labor market are converging to make workforce development increasingly important. These include Baby Boomer retirements; pronounced demographic shifts among the remaining workforce; a growing "skills premium" by which better educated workers earn increasingly higher wages and the related "skills gap" between the number of emerging jobs with high skill requirements and the number of workers joining the labor force with those skills; immigration; and ongoing technology changes that are eliminating some jobs while creating others.

The full report can be accessed on the Tompkins Workforce New York website at www.tompkinsworkforceny.org

LOCAL WORKFORCE NEWS

ADVANCE-NY Grants - The NYSDOL has recently announced a new Request for Applications for the ADVANCE-NY (25-M) State Grant. The purpose of the funding is to support employer strategies and local efforts for lifelong learning for the development of the incumbent (employed) worker. For further information contact Julia Mattick, Workforce Investment Board or visit www.workforcenewyork.org and click on RFA #25 M.

LOCAL WORKFORCE EVENTS

April 17, 2007 - a workshop hosted by JSEC entitled, **Legal Update 2007 for the Workplace**. **Peter A. Jones**, an attorney with Bond, Schoeneck & King, PLLC will conduct a short presentation that highlights the new requirements for public employers in regards to Workplace Violence Training, the Consumer Communications Record Privacy Act and the Fair Labor Standards Act: State versus Federal. The event will be held at the Country Club of Ithaca from 8:30AM – 10:30AM with a buffet breakfast and registration from 8:00AM – 8:30AM. The cost for the event is \$20.00 and advance reservations are required. Reservations must be made no later than 5:00 p.m., Monday, April 9, by calling (607) 741-4518, by fax at (607) 741-4516, or by e-mail to Catherine.Leonard@labor.state.ny.us.

April 19, 2007 - **World of Skills Job Fair** is now an annual Ithaca tradition that brings together people who have been out of the job market, under-employed workers, and people with disabilities with area employers, including businesses and non-profit organizations. Last year, World of Skills attracted more than 320 job seekers and 40 employers. The Job Fair is from 9 a.m. – noon at the Holiday Inn in downtown Ithaca. Employers interested in participating can sign up on the Tompkins Workforce New York website at www.tompkinsworkforceny.org

May 1, 2007 – **3rd Annual Central New York Careers in Construction** is a hands on event to be held at The Community Recreation Center (The Rink) in Lansing. Last year this event gave over 430 high school students the chance to experience firsthand what careers in construction are all about. Youth have the opportunity to operate construction equipment and practice masonry skills just to name a few.

Workforce Investment Board Meeting, March 27, 07 One Stop Center Report

Jan-March Highlights:

582 Customers (UI, referrals and walk-ins)
22 Workshops (average attendance 11, average rating 7.9 on 1-10 scale)
Planning for Results – staff development sessions resulting in three functional teams:
 Welcoming/Customer Service, Career/Job Seeking and Business Services
15 youth / adults received National Customer Service Credential
14 incarcerated / youth on probation received OSHA-10 Training Certificate
17 youth assisted in getting their NY State Driver's License
15 active "Senior" placements: Work Experience
Piloted "Mock Interview" videotape / critique session
NY State One Stop Monitoring review: 3/27
Completed move from downstairs to upstairs: major kudos to Bill Apgar and probation crew!

Business Services:

168 job vacancies posted
Monsanto and Cargill: Rapid Response
Tractor Supply Company: new business opening and employee recruitment
Ithaca Journal and Vanguard Printing: employee recruitment
Walmart: Senior worker recruitment for garden center and greeter
Temporary Agencies: meet the employer sessions
CU General Employment sessions: 30 candidates

Collaborations/Co-Recipients – Grants and Alternate Funding:

NYS Model Transition Grant: two local school groups (Cayuga Group and Ithaca High)
Ithaca Rotary: computer software upgrade for individuals with disabilities
Joint Youth Commission: youth employment support and customer service training
Transportation: DPN - TCAT and Gadabout
Anticipated TANF: summer employment support and training (YES, RYS, OCFS, and Job LINK)

Upcoming Events and Programs:

4/17 JSEC Legal Updates, 8-10:30, Country Club
4/17 Youth Employment Council Retreat, 9-4:00, TCPL
4/19 World of Skills Job Fair (and preparation workshops), 9-12:00 Holiday Inn
4/19 and 26 Advancing Youth Development, "Youth Engagement" 8-12:00, Ithaca Youth Bureau
5/1 Skilled Trades Diversity Career Day, 9-12:00, The RINK
5/2, 9, 16, and 23 Joint Youth Commission Customer Service and Job Support, 4-6:00, WFNY
5/31 Community Diversity Roundtable, 8:30-4:30

Prepared by Diane Bradac, One Stop Center Manager
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