

# *Tompkins County Workforce Development Board*

## **MINUTES**

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*Tuesday, March 26, 2024 | 121 E. Seneca Street, Ithaca, NY 14850*

**Present:** S. Pronti, K. Babuka, K. Cerasaro, S. Cerquone, K. Franzese, D. Harrington, L. Holden, K. Kephart, P. Leveque, C. Malcolm, H. McDaniel, R. Olson, S. Pennell, K. Shanks-Booth, J. Tavares, A. Tunison, D. Vreeland, S. Waight, C. Walters, C. Whitmore, Y. Wu, B. Nugent

**Excused:** T. Bruer, J. Cometti, T. Tarshus

**Staff:** C. Sponn, D. Achilles, C. Sloan

**Guest:** C. Harris, New York State Department of Labor; S. Paczkowski, New York State Department of Labor; J. Palladino, TST BOCES

### **Call to Order**

Mr. Pronti, Board Chairperson, called the meeting to order at 8:33 a.m.

Mr. Pronti welcomed new Board member Ms. Wu, Co-Founder Lev Kitchen.

### **Board Action Items**

#### **Approval of Minutes - February 27, 2024**

It was moved by Mr. Levesque, seconded by Ms. Whitmore, and unanimously adopted by voice vote of members present to approve the minutes of February 27, 2024, as written.

#### **Tompkins Workforce New York Career Center and Overview and Discussion**

Mr. Sponn's presentation is attached.

Ms. Sloan's presentation is attached.

Mr. Cerasaro's presentation is attached.

Ms. Tavares inquired about shared work that community businesses have no knowledge of and how to elevate knowledge. There are only 4 businesses in the Community that use shared work.

Ms. McDaniel inquired about how businesses find information from the New York State Department of Labor within Tompkins County. Mr. Cerasaro let Board members

know that businesses can be referred to the Businesses Services Representative or contact Mr. Cerasaro.

Ms. McDaniel arrived at 8:38 am

Mr. Waight arrived at 8:39 am

Ms. Kephart arrived at 8:51 am

## **Workforce Development Director Update**

### **WIOA Legislation Updates**

Mr. Sponn reported NYATEP has been giving WDBs guidance on the renewal of WIOA. Currently NYATEP is advocating on behalf of the Boards in Congress.

### **Application for NDWG for Opioid Crisis**

Mr. Sponn reported the Tompkins WDB applied for a NDWG opportunity with NYS DOL. The grant would provide funding for those impacted by the Opioid crisis and even those who know individuals impacted. Funding can go towards training funding and work experience opportunities.

### **Southern Tier Regional Business Services Team Meeting**

Mr. Sponn reported he attended the Southern Tier Regional Business Services Team Meeting. Mr. Sponn will present on the Micron Consortium at the next meeting.

### **Cornell Study on Job Search Meeting**

Mr. Sponn met with leadership from the Cornell University School of Industrial and Labor Relations. Mr. Sponn wanted to develop a stronger relationship with the school and collaborate on workforce development studies and projects when appropriate.

### **Pathways to Apprenticeship Visit at CNY Works**

Mr. Sponn reported he toured CNY Build and is excited to see this program model implemented in Tompkins County. Mr. Sponn said he was able to talk with CNY Build leadership and talk more about the challenges and successes in implementing the program in Syracuse.

### **CNY Build Monthly Meeting**

Mr. Sponn reported that Dani Szabo of IAED and himself are in a regional collaborative looking to build construction trades programs in their respective areas.

### **Youth Employment Resource Team (YERT)**

Mr. Sponn reported the monthly YERT meeting was at the Learning Web and was a success. The Executive Director gave a tour and was available for questions and answers.

### **Tompkins County Transportation Equity Coalition**

Mr. Sponn reported a future report will be shared with the public in the coming months. The report will be meant to be used as a communication device to show the needs of the area and seek further grants for the community.

### **Tompkins County Strategic Tourism Planning Board (STPB) Budget**

Mr. Sponn reported that a new budget cycle will begin in a few months and currently is being planned.

### **Fingerprinting in Tompkins County**

Mr. Sponn reported he is working with community partners in the area to identify a location that can provide Identogo fingerprinting services for the area. Identogo has an agreement with the State where some providers in the area must use Identogo and have to drive over an hour away from Ithaca. Mr. Sponn and Ms. Achilles held a meeting with the organization to further understand their services and what the needs of Tompkins County are.

### **Career Center Update**

Mr. Cerasaro included updates in the presentation.

### **Committee Reports**

#### **Executive Committee**

Mr. Pronti reported the Executive Committee is in discussions about open positions within the Workforce Development Department, key roles to move forward, and thanked all the presenters for their great presentations.

#### **One Stop Operations and Oversight Committee**

#### **Youth Oversight Committee**

#### **Governance and Membership Committee**

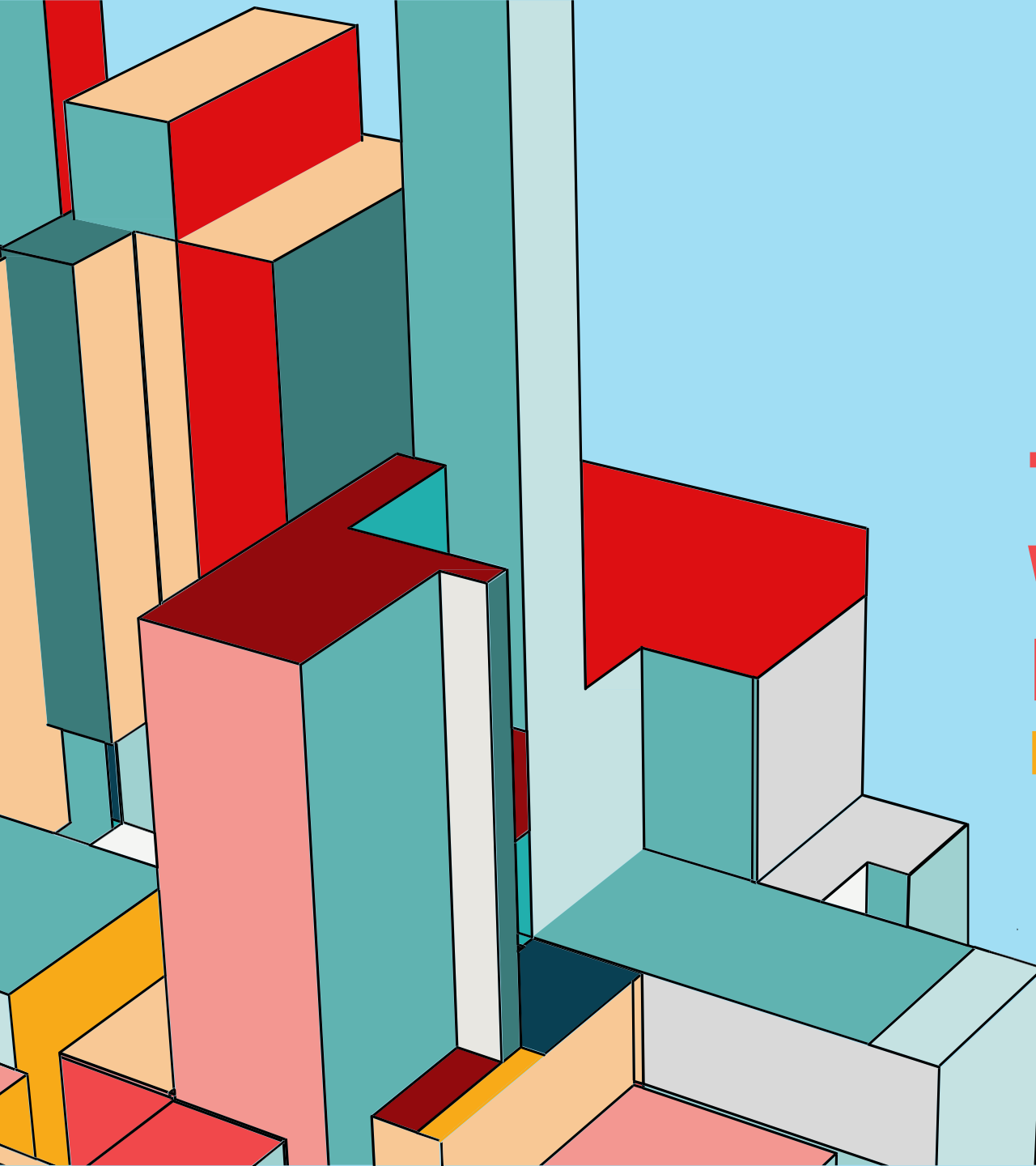
#### **Services to Individuals with Disabilities Committee**

Due to lack of time, the Committee reports will continue at the Tuesday, April 23, 2024 Board meeting.

### **Unfinished Business**


## Adjournment

The meeting adjourned at 09:59 a.m.



**TOMPKINS COUNTY  
WORKFORCE  
DEVELOPMENT BOARD  
MARCH MEETING**

# CHALLENGES FACED DURING THE RESTRUCTURE

- **Resistance to Change**
  - **Coordination and Alignment**
  - **Our Culture and Identity**
  - **Innovation and Growth**
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**TOMPKINS COUNTY  
WORKFORCE DEVELOPMENT  
CAREER CENTER SPACE**

# BEFORE: BACKROOM SPACE





# AFTER: BACKROOM SPACE (NOT DONE YET!)



# BEFORE: WORKFORCE DEVELOPMENT COMPUTER LAB



# AFTER: WORKFORCE DEVELOPMENT COMPUTER LAB



# CONFERENCE ROOM C



- **Largest Conference Room Space at the Career Center**
- **No Modern Day Technology**
- **Projector and Portable Screen Available**



# GOING FORWARD

- 1. Reimagining Workforce Development Workspace**  
*(Short-Term)*
- 2. Utilizing Backroom More Efficiently**  
*(Medium-Term)*
- 3. Disposing of Files and Digitizing Files When Necessary**  
*(Long-Term)*



**WORC GRANT/DTW  
COMMUNITY LEADERS  
MEETING**

# IF GIVEN A \$100K, WHAT COULD THAT FUNDING BE USED TOWARDS TO BETTER SERVE JOBSEEKERS?

## **THEMES IDENTIFIED THROUGH BRAINSTORMING ANSWERS:**

*Fund transportation services, funding for homeless services, childcare and supportive services, marketing and promotion of employment opportunities, technology upgrades among community partners, jobseeker stipends*

# HOW CAN WE RECRUIT MORE INDIVIDUALS THAT LIVE IN RURAL AREAS?

## **THEMES IDENTIFIED THROUGH BRAINSTORMING ANSWERS:**


*Invest in marketing materials, create better visibility within the surrounding villages/towns, create an employer referral process, recruit at annual events and fairs, utilize school systems for marketing & promotion to students and parents*



# HOW CAN TOMPKINS COUNTY WORKFORCE INCREASE IT VISIBILITY WITHIN THE COMMUNITY?

## **THEMES IDENTIFIED THROUGH BRAINSTORMING ANSWERS:**

*Get out in the community, meet with partners, better marketing of  
OET, employer events, updated signage,  
promote...promote...promote*



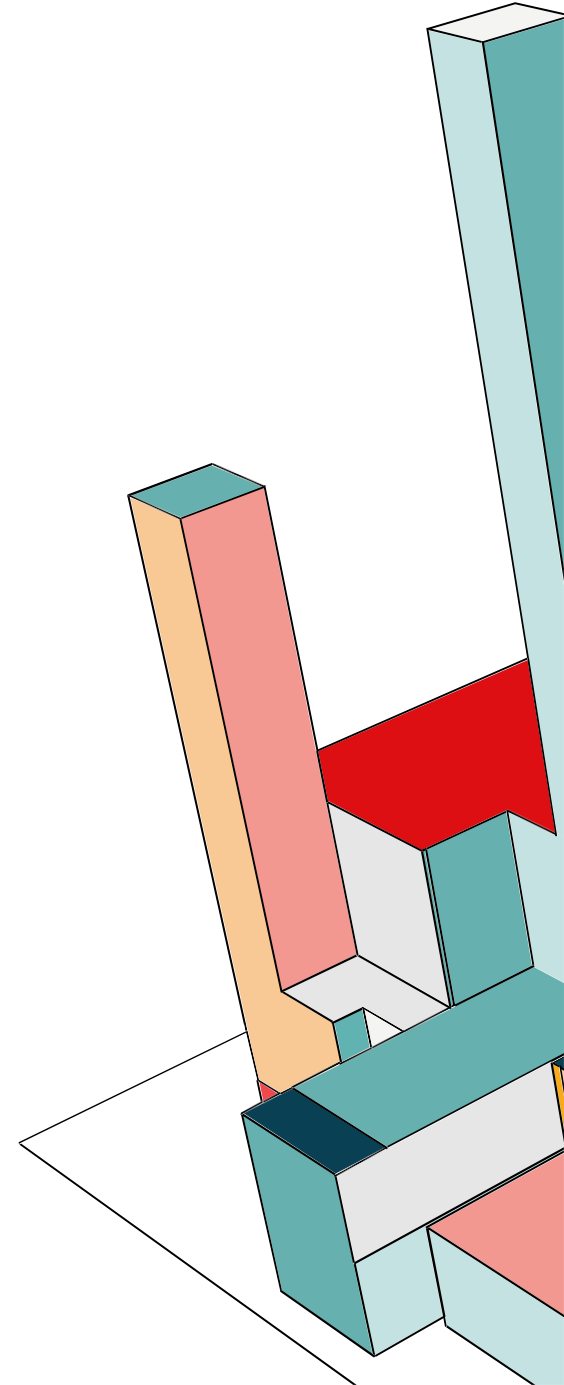
# WHERE AND HOW CAN DTW ACCESS MORE, BETTER-QUALIFIED RECRUITS FOR THE PROGRAMS?

## **THEMES IDENTIFIED THROUGH BRAINSTORMING ANSWERS:**

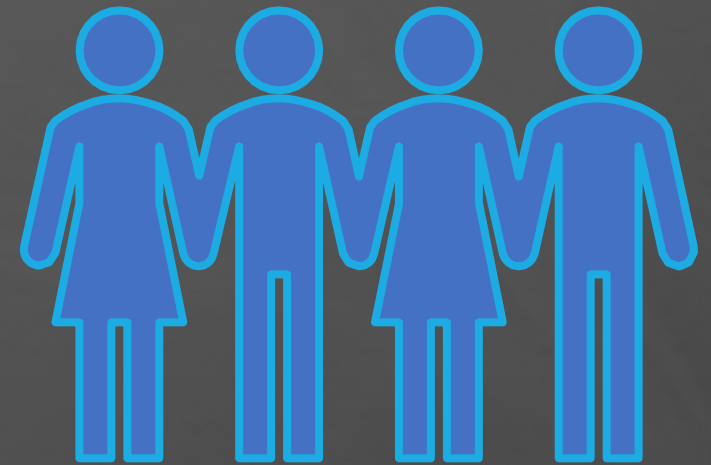
*Get schools more involved in recruitment, target graduating seniors, public marketing & advertisement, recruit inside & outside of Tompkins County, participate in more community events*

# VACANT POSITIONS

- **Deputy Director of Board**
- **Deputy Director of Career Center**
- **Communications Specialist**
- **Workforce Development Specialist**



**TOMPKINS COUNTY  
WORKFORCE  
DEVELOPMENT  
OVERVIEW OF SERVICES**



# CAREER CENTER OVERVIEW

- Serving job seekers and employers
- Services for youth aged 14-24
- Training funding, OJT, and Transitional jobs for those who are eligible
- Training support
- Meet the Employer sessions
- Free workshops for resumes, cover letters, job seeking, interview prep, and more
- Services for those receiving SSI or SSDI who want to work

# SERVICES FOR JOB SEEKERS

## Youth Services

- For ages 14-24
- Job Seeking assistance
- Education/training assistance
- Subsidized, supported work experience
- Referrals to community partners

## Adult Services

- For ages 18+
- Job seeking assistance
- Job and training support
- Training funding, OJTs, Transitional Jobs
- Career counseling & labor market info

## Disability Services

- For those receiving SSI or SSDI who want to work
- Ticket to Work program
- Disability benefits counseling
- Connect with assistive technology & other job accommodations



# TRAINING FUNDING AND SUPPORT SERVICES

- WIOA ADULT / DISLOCATED, WIOA YOUTH
- Unemployed or Income Eligible
- TRAINING MUST RELATE TO A CURRENTLY IN-DEMAND OCCUPATION
- TUITION, REQUIRED SUPPLIES & EQUIPMENT, BOOKS, CERTIFICATION & EXAM FEES, TRANSPORTATION
- ON-THE-JOB TRAINING – LONG-TERM, EMPLOYER HIRES
- TRANSITIONAL JOBS – SHORT-TERM, SUBSIDIZED

- Funding for in-person/online/hybrid training
- Must be in an in-demand industry
- Income eligible or unemployed
- Training must be with an approved training provider on our NY ETPL (eligible training provider list)
- Course must also be approved
- Must be directly related to your long-term career goal
- Must be completed within 12-15 months max

# TRAINING FUNDING





# ON THE JOB TRAINING

- OJT = On the Job Training
- Eligibility is the same as for regular training funding
- Helping meet the skills gap
- Employer reimbursement
- Direct hire through employer with full benefits and pay
- Support throughout the contract term
- Timeline typically 4-6 weeks from your assessment interview to funding/start date

# TRANSITIONAL JOBS

- For eligible adults
- Qualifying circumstances include lack of work history or inconsistent work history over at least past 2 years, experience in the justice system, and disability or chronic health issues
- Up to 200 hours or 8 weeks, whichever comes first
- Pay is minimum wage, subsidized by Tompkins Workforce Development
- Timeline typically 4-6 weeks from your assessment interview to funding/start date

**QUESTIONS?**

**CONTACT US FOR MORE INFORMATION**

- ❖ **Main Line: 607-272-7570**
- ❖ **Leave a message including your name, number, and the program or service you are calling about.**

# WE ARE YOUR DOL



## Tompkins Workforce New York

# Customer Engagement

- Resume and Cover Letter Development
- Job Search Resources & Job Placement Assistance
- Computers, Office Equipment, and Internet Access
- Virtual Services: Workshops and Job Fairs
- Career Counseling
- Skills Assessment
- Labor Market Information
- Language Access
- Job Matching and Referrals
- Interview Preparation



# Training and Education

- Self Employment Assistance Program (SEAP)
- Trade Adjustment Assistance for Workers (TAA)
- Section 599
- Coursera
- SUNY Micro Credential



# Business Engagement

- Job Postings on the New York State Job Bank
- Customized Recruitments and Job Fairs
- Hiring Incentives, Tax Credits, and On-the-Job Training
- Registered Apprenticeship Programs
- Human Resource Consulting
- Layoff Aversion and Shared Work
- Rapid Response
- Training



# Veteran Services

- Priority of Service
- Disabled Veterans' Outreach Program Specialist
  - Provide full range of employment services
- Local Veterans' Employment Representative
  - Advocate on veteran's behalf with businesses
- Experience Counts
- Veterans Temporary Hiring Program





# Re-Employment Services and Eligibility Assessment (RESEA)

- Provide Early Intervention After Job Loss
- Ensure Continued Eligibility of Unemployment Insurance
- Customized Services to Customer Needs
- Work Search Plan Development
- Continued Engagement Until Hired
- Career Guidance/Coaching
- Job Leads & Referrals

