

Tompkins County Workforce Development Board

Executive Committee

MINUTES

Tuesday, May 3, 2022 | Workforce Development Board Conference Room

Present: S. Pronti, K. Franzese, A. Iles, J. Matteson, A. Hendrix

Virtual Attendance: K. Babuka, R. Avila

Excused:

Staff: D. Achilles

Guest:

Call to Order

Chairman Pronti called the meeting to order at 8:16 a.m.

Approval of Minutes - April 5, 2022

It was moved by Mr. Matteson, seconded by Mr. Pronti, and unanimously adopted by voice vote of members present to approve the minutes of April 5, 2022.

COMMITTEE UPDATES

YOUTH OVERSIGHT

Ms. Avila reported the 2022 Summer Youth Employment will be contracting with 3 organizations: Office of Employment and Training, Ithaca Youth Bureau, and Conscious Connection Consulting LLC.

Ms. Avila reported the Board has not received the allocation for the 2022 Summer Youth Employment. The Board is estimating that we will receive approximately the amount that we received in 2021.

ONE STOP OPERATIONS AND OVERSIGHT

Ms. Avila reported the Ms. Mouillesseaux and Mr. Cerasaro will be presenting to the Committee on employer services at the Tuesday, May 10th meeting.

Ms. Avila reported that Ms. Lovelace will report on demographics, training outcomes and performance measures of the One Stop Operator.

GOVERNANCE AND MEMBERSHIP

Ms. Avila reported that the Committee met on Monday, April 25th and discussed having a full Board orientation in September. The Committee discussed candidates to fill the Vice-chair position for the full Board and re-appointment of expiring terms of current Board members.

Ms. Avila reported that Mr. Lance has retired, and Ms. Fiacco will be assuming the Mandated Partner - ACCESS VR seat on the Board.

Ms. Franzese arrived at 8:23 a.m.

Ms. Babuka arrived via zoom at 8:24 a.m.

INDIVIDUALS WITH DISABILITIES

Mr. Matteson reported that the Committee met Tuesday, April 12, 2022 to reorganize the Committee. The Committee next meeting is Tuesday, June 14th and will discuss what the Workforce Development Board is about and how the Committee will help to support the Board.

Mr. Matteson reported that Ms. Lovelace will report on collected data for individuals with disabilities and the job market since the pandemic for individuals with disabilities.

Mr. Matteson reported the Committee will meet bi-monthly moving forward.

DIRECTOR'S REPORT

MOU Update

Ms. Avila reported to the Committee that the MOU is currently with the finance department at the State.

Deputy Workforce Development Board Update

Ms. Avila reported the Deputy Director position has been posted and the Board has 4 candidates that will move into interviewing at the end of May.

Ms. Avila reported that she has reached out to create a panel to interview the Deputy Director Candidates and will have questions from Human Resources to evaluate each candidate on how they would perform in this role.

Ms. Avila reported that the interviews will be conducted at Human Resources due to the Board moving to the new space that week.

Fiscal Budget for June Approval

Ms. Avila reported that Ms. Achilles is working on the budget number and the Board is not meeting the funds to support all 4 staff. Ms. Avila reported that the Board will have to ask County to support the funding to move forward with the hiring of the Deputy Director.

Ms. Achilles will work on a preliminary budget for the Committee to review at the June 7th meeting.

One-Stop System Operator

Ms. Avila is working on contracts for the One-stop System Operator to be approved at the full Board meeting Tuesday, May 24th to execute on July 1st.

Workforce Board Meeting, Next Industry Briefing

The Executive Committee discussed what Industry Briefing that will be at the Board meeting Tuesday, May 24th.

Mr. Matteson would like to have data reporting 6 months, 12 months, and 18 months on what sectors are being hit the hardest through the pandemic. What sectors will have higher needs and what sectors will have a better outcome.

Ms. Franzese and Ms. Babuka will reach out to potential speakers that can report on this data.

Hospitality and Tourism Presentation

Ms. Avila reported that Ms. Mouillesseaux and herself presented to the Hospitality and Tourism Committee for 2022 funding.

The meeting adjourned at 8:56 a.m.