

# *Tompkins County Workforce Development Board*

## One Stop Operations and Oversight Committee

### **MINUTES**

---

*Tuesday, September 13, 2022 | Workforce Development Board Conference Rm.*

**Present:** K. Franzese, D. Harrington, Paul Levesque, K. Kersey

**Excused:** B. Forrest

**Staff:** R. Avila, C. Spohn, D. Achilles

**Guests:** M. Caci, K. Cerasaro, S. Paczkowski

#### **Call to Order**

Chairwomen, Ms. Franzese called the meeting to order at 8:33 a.m.

#### **Approval of Minutes - May 10, 2022**

It was moved by Mr. Levesque and seconded by Ms. Harrington and unanimously adopted by voice vote of members present to approve the minutes of May 10, 2022 as written.

#### **Approval of Minutes - July 12, 2022**

It was moved by Mr. Levesque and seconded by Ms. Harrington and unanimously adopted by voice vote of members present to approve the minutes of July 12, 2022 as written.

#### **Approval of Minutes - July 27, 2022**

It was moved by Mr. Levesque and seconded by Ms. Harrington and unanimously adopted by voice vote of members present to approve the minutes of July 27, 2022 as written.

#### **Financial Report - Adult & Dislocated Worker**

Ms. Achilles reported to the Committee data on the comparison of WIOA Adult and Dislocated Worker allocations to expenditures on participants July 2022. Ms. Achilles reported Office of Employment and Training is on track for the first month of the fiscal year.

Ms. Avila reported that OET will share a live document to keep track of expenses.

Ms. Caci will start to report quarterly on number of participants that are being served.

## **Discussion and Approval**

### **Living Wage increase**

Ms. Avila reviewed with the Committee that they will need to make a decision to change living wage from \$15.32 to \$16.61. Ms. Avila reported that the program is designed to provide participants with getting training and work experience.

Ms. Avila reported that if we change the living wage OET will serve less participants.

Mr. Leveque made a motion to keep the living wage at \$15.32 and Ms. Franzese seconded.

## **Workplan**

### **OET Update**

Ms. Caci asked the Committee what information that they would like her to report on. The Committee would like data on number of participants, training being provided, types of program, and who training providers.

### **Career Center Update**

Mr. Cerasaro reported to the Committee that the Career Center is open to the public.

Mr. Cerasaro reported that the Career Center have 2 to 3 walk-ins a day. There have not been many ads to notify the public that the Career Center is open.

Mr. Cerasaro reported that NYDOL is working to hire 3 staff members.

Mr. Cerasaro reported on demographic data of Career Center Customers.

Ms. Franzese would like Mr. Cerasaro to report on number of customers that roll from year to year.

## **Director's Update**

Ms. Avila reported the living wage.

Ms. Avila reported that the full Board will Ratify the Confidentiality documents that will be brought to Committee after approval.

Ms. Avila reported that the Board use to contract with Fingerlakes in the past to do file monitoring and now it will be in house. Ms. Avila and Mr. Sponn will be conducting the monitoring after it is approved.

Ms. Avila reported the Ms. Lovelace is no longer with the Board. The Workforce Development Associate position will be posted and rehired in the future.

### **Adjournment**

Ms. Franzese adjourned the meeting at 9:12 a.m.

The next meeting is scheduled for November 08, 2022

**Tompkins County Office of Employment Training  
Budget Statement  
31-Jul-22**

8.3% of yr.

**Adult/Dislocated Worker**

	Budget	Jul-22	YTD	Balance	YTD % of Budget
<b>Expenditures</b>					
<b>Supportive Services</b>	<b>18,000</b>	2690.03	2690.03	15309.97	15%
<b>Tuition</b>	<b>63458</b>	6399.00	6399.00	57059.00	10%
<b>Participant Wages</b>	<b>36500</b>	2772.92	2772.92	33727.08	8%
<b>Participant Fringe</b>	<b>4,256</b>	1618.89	1618.89	2637.11	38%
<b>Total Expenditures</b>	<b>122,214</b>	13480.84	13480.84	108733.16	11%

**Participants - July 1, 2016 - June 30, 2017**      **Participants - July 1, 2017 - June 30, 2018**

<b>Demographic</b>	<b>Career Center Customers</b>	<b>% of Total</b>	<b>Demographic</b>	<b>Career Center Customers</b>
<b>Total Participants</b>	1,618	100.0%	<b>Total Participants</b>	1,616
<b>Gender</b>			<b>Gender</b>	
Female	715	44.2%	Female	727
Male	881	54.4%	Male	871
Not Disclosed	22	1.4%	Not Disclosed	18
<b>Age at Registration</b>			<b>Age at Registration</b>	
Under 18	23	1.4%	Under 18	19
18 to 29	440	27.2%	18 to 29	383
30 to 39	345	21.3%	30 to 39	395
40 to 49	319	19.7%	40 to 49	303
50 to 59	338	20.9%	50 to 59	344
60 and Over	27	1.7%	60 and Over	179
Not Disclosed	126	7.8%	<b>Education @ Reg</b>	
<b>Education @ Reg</b>			Less Than HS	112
Less Than HS	154	9.5%	HS Diploma or Equiv	497
HS Diploma or Equiv	524	32.4%	Some College	312
Some College	289	17.9%	2 Year Degree	199
2 Year Degree	167	10.3%	Bachelor's Degree	303
Bachelor's Degree	286	17.7%	Post Graduate Degree	203
Post Graduate Degree	198	12.2%	<b>Veteran Status</b>	
<b>Veteran Status</b>			Yes	86
Yes	155	9.6%	No	729
No	1,463	90.4%	<b>Disability Status</b>	
<b>Disability Status</b>			Yes	261
Yes	237	14.6%	No	1,156
No	1,232	76.1%	Not Disclosed	199
Not Disclosed	149	9.2%	<b>Employed Status @ Reg</b>	
<b>Employed Status @ Reg</b>			Yes	334
Yes	389	24.0%	No	1,287
No	1,229	76.0%	<b>Hispanic Ethnicity</b>	
<b>Hispanic Ethnicity</b>			Yes	90
Yes	81	5.0%	No	1,080
No	1,088	67.2%	Not Disclosed	446
Not Disclosed	449	27.8%	<b>Race</b>	
<b>Race</b>			White	1,143
White	1,181	73.0%	Black or African American	225
Black or African American	241	14.9%	Asian	42
Asian	44	2.7%	Alaskan or American Indian	16
Alaskan or American Indian	17	1.1%	Hawaiian or Pacific Islander	5
Hawaiian or Pacific Islander	6	0.4%	Not Disclosed	212
Not Disclosed	129	8.0%		

## Tompkins LWDA Participants - July 1, 2018 - Jul 31, 2018

\*Data pulled from OSOS on 11/6/2018

Demographic	Career Center Customers	% of Total
<b>Total Participants</b>	713	100.0%
<b>Gender</b>		
Female	355	49.8%
Male	335	47.0%
Not Disclosed	23	3.2%
<b>Age at Registration</b>		
Under 18	7	1.0%
18 to 29	176	24.7%
30 to 39	146	20.5%
40 to 49	131	18.4%
50 to 59	165	23.1%
60 and Over	88	12.3%
<b>Education @ Reg</b>		
Less Than HS	35	4.9%
HS Diploma or Equiv	204	28.6%
Some College	134	18.8%
2 Year Degree	85	11.9%
Bachelor's Degree	150	21.0%
Post Graduate Degree	105	14.7%
<b>Veteran Status</b>		
Yes	75	10.5%
No	638	89.5%
<b>Disability Status</b>		
Yes	124	17.4%
No	491	68.9%
Not Disclosed	98	13.7%
<b>Employed Status @ Reg</b>		
Yes	185	25.9%
No	528	74.1%
<b>Hispanic Ethnicity</b>		
Yes	38	5.3%
No	446	62.6%
Not Disclosed	229	32.1%
<b>Race</b>		
White	482	67.6%
Black or African American	102	14.3%
Asian	13	1.8%
Alaskan or American Indian	12	1.7%
Hawaiian or Pacific Islander	4	0.6%
Not Disclosed	124	17.4%

## Tompkins LWDA Participants - Aug 1, 2018 - Aug 31, 2018

\*Data pulled from OSOS on 11/6/2018

Demographic	Career Center Customers	% of Total
<b>Total Participants</b>	717	100.0%
<b>Gender</b>		
Female	347	48.4%
Male	349	48.7%
Not Disclosed	21	2.9%
<b>Age at Registration</b>		
Under 18	7	1.0%
18 to 29	173	24.1%
30 to 39	146	20.4%
40 to 49	131	18.3%
50 to 59	168	23.4%
60 and Over	92	12.8%
<b>Education @ Reg</b>		
Less Than HS	36	5.0%
HS Diploma or Equiv	207	28.9%
Some College	139	19.4%
2 Year Degree	87	12.1%
Bachelor's Degree	148	20.6%
Post Graduate Degree	100	13.9%
<b>Veteran Status</b>		
Yes	82	11.4%
No	635	88.6%
<b>Disability Status</b>		
Yes	131	18.3%
No	478	66.7%
Not Disclosed	108	15.1%
<b>Employed Status @ Reg</b>		
Yes	192	26.8%
No	525	73.2%
<b>Hispanic Ethnicity</b>		
Yes	36	5.0%
No	454	63.3%
Not Disclosed	227	31.7%
<b>Race</b>		
White	486	67.8%
Black or African American	102	14.2%
Asian	11	1.5%
Alaskan or American Indian	11	1.5%
Hawaiian or Pacific Islander	4	0.6%
Not Disclosed	126	17.6%

## Tompkins LWDA Participants - Sep 1, 2018 - Sep 30, 2018

\*Data pulled from OSOS on 11/6/2018

Demographic	Career Center Customers	% of Total
<b>Total Participants</b>	771	100.0%
<b>Gender</b>		
Female	365	47.3%
Male	384	49.8%
Not Disclosed	22	2.9%
<b>Age at Registration</b>		
Under 18	7	0.9%
18 to 29	172	22.3%
30 to 39	167	21.7%
40 to 49	139	18.0%
50 to 59	186	24.1%
60 and Over	100	13.0%
<b>Education @ Reg</b>		
Less Than HS	43	5.6%
HS Diploma or Equiv	218	28.3%
Some College	144	18.7%
2 Year Degree	96	12.5%
Bachelor's Degree	162	21.0%
Post Graduate Degree	108	14.0%
<b>Veteran Status</b>		
Yes	84	10.9%
No	687	89.1%
<b>Disability Status</b>		
Yes	136	17.6%
No	520	67.4%
Not Disclosed	115	14.9%
<b>Employed Status @ Reg</b>		
Yes	205	26.6%
No	566	73.4%
<b>Hispanic Ethnicity</b>		
Yes	36	4.7%
No	486	63.0%
Not Disclosed	249	32.3%
<b>Race</b>		
White	525	68.1%
Black or African American	108	14.0%
Asian	12	1.6%
Alaskan or American Indian	12	1.6%
Hawaiian or Pacific Islander	5	0.6%
Not Disclosed	133	17.3%



**Tompkins LWDA Participants July 1, 2021 - June 30, 2022**

\*Data pulled from OSOS on August 31, 2022

<b>Demographic</b>	<b>Career Center Customers</b>	<b>% of Total</b>
<b>Total Participants</b>	822	100.0%
<b>Gender</b>		
Female	412	50.1%
Male	397	48.3%
Not Disclosed	13	1.6%
<b>Age at Registration</b>		
Under 18	20	2.4%
18 to 29	195	23.7%
30 to 39	191	23.2%
40 to 49	163	19.8%
50 to 59	148	18.0%
60 and Over	105	12.8%
<b>Education @ Reg</b>		
Less Than HS	57	6.9%
HS Diploma or Equiv	262	31.9%
Some College	158	19.2%
2 Year Degree	78	9.5%
Bachelor's Degree	160	19.5%
Post Graduate Degree	107	13.0%
<b>Veteran Status</b>		
Yes	67	8.2%
No	755	91.8%
<b>Disability Status</b>		
Yes	144	17.5%
No	527	64.1%
Not Disclosed	151	18.4%
<b>Employed Status @ Reg</b>		
Yes	153	18.6%
No	671	81.6%
<b>Hispanic Ethnicity</b>		
Yes	57	6.9%
No	649	79.0%
Not Disclosed	116	14.1%
<b>Race</b>		
White	617	75.1%
Black or African American	112	13.6%
Asian	34	4.1%
Alaskan or American Indian	11	1.3%
Hawaiian or Pacific Islander	0	0.0%
Not Disclosed	51	6.2%