

## One Stop Operations and Oversight Committee

January 11, 2018

8:30 A.M.

Cornell University Human Resources

PRESENT: A. Bishop, T. Carlson  
EXCUSED: L. Holmes, P. Levesque, S. Pronti, B. Dickens, K. Kersey, L. Dillon  
STAFF: J. Mattick, J. Luu, J. Mouillesseaux-Grube, , K. Cerasaro

### Call to Order

Chairman Bishop called the meeting to order at 8:40 a.m.

### Approval of Minutes

Approval of the September 28, 2017 minutes was deferred to the March meeting due to lack of quorum.

### Demand Occupations Review

Ms. Mattick reported the list was sent out to Board members and she received feedback from Mary Stazi of the Computing Center and Lee Dillon from Tompkins Community Action. She stated that the list was formed after analysis of demand occupations provided by NYSDOL Research and Statistics and Jobs EQ, consultation with Martha Armstrong from TCAD and anecdotal workforce intelligence within the County. Jobs with the highest growth along with annual openings and separation demand were considered. Separation demand looks at the rapid rate of replacements needed due to retirements, etc., yet removes those occupations that have significant churn.

Ms. Mattick reported Ms. Dillon requested that preschool teachers except special education be added as those positions are on the rise. She stated that there is a clear demand, but the jobs are not high paying which is a challenge. Mr. Bishop asked if there is a downside to adding the job title to the list. Ms. Carlson stated that this can have an impact on training dollars as well as affect the performance standard for median wage; however, to date guidance has not been received on what the parameters will be for that performance standard. Mr. Bishop suggested adding the title to the list and bringing it to the full Board for approval.

Ms. Mattick stated she also had a request from the Finger Lakes Massage School to add massage therapy to the list. The school was asked to provide specific data and feedback for consideration; but they have not responded. She stated that based on the review it is not a demand occupation and wages for these positions tend to be quite low.

Ms. Mattick was asked to update the list and send it out to the full Board in the upcoming board meeting packet. The Committee will be convened prior to the Board meeting to approve the list before it is brought to the full Board for approval.

### Quarterly Training Report

The quarterly training report was reviewed. Approximately 65% of the training funds are obligated. The pace is a bit slower than prior years due to more stringent WIOA guidelines.

### Director's Report

Ms. Mattick reported that the DRC grant that was applied for as part of the State's application to USDOL has been approved. The grant includes approximately \$200,000 in flexible funds which will help to stretch training dollars. The grant will be used to work with individuals 14-24 years old over a three-year period who have a self attested disability. She stated tuition parameters will need to be set for this program.

## **One Stop Certification**

Ms. Mattick reported the technical advisory relating to One-Stop certification was released by NYSDOL yesterday. She will be reviewing the requirements and moving ahead from there. She suggested a small group work on this and then have the larger Committee discuss that groups recommendations.

## **Adjournment**

The meeting adjourned at 9:15 a.m. The next meeting is scheduled for Thursday, March 8, 2018 at 8:30 a.m. at the Cornell Recruitment and Employment Center.

Minutes prepared by Jennifer Luu.