

Tompkins County Workforce Development Board

Youth Oversight Committee

MINUTES

Wednesday, September 11, 2024

WDB Conference Room, 119 E. Seneca St, Suite 200, Ithaca

Present: K. Shanks-Booth, S. Lester, V. Zeppelin

Excused: G. Coicou, C. Malcolm

Staff: C. Sponn, D. Achilles, S. Frost

Guest:

The Youth Oversight Committee took a moment to remember victims and their family from 9.11.

Call to Order:

Ms. Shanks-Booth called the meeting to order at 8:48 a.m.

Approval of Minutes: August 14, 2024

It was moved by Ms. Zeppelin, seconded by Ms. Lester, and unanimously adopted by voice vote of members present to approve the minutes of August 14, 2024.

Financial Update:

Ms. Achilles reported there are three reports that are hard to compare, because PY 22 and PY23 Workforce Development did not have any expenditures in July for the years reported. Workforce Development has PY22, PY23 and PY24 Youth allocations. Workforce Development has depleted PY23 funds in June 2024 and started to spend PY24 funding as soon as Workforce Development received the NOA from the State.

Ms. Achilles reported the Youth team is doing well with keeping participants in JobLink and doing outreach for additional participants for the Summer Youth Employment Program. Ms. Achilles reported according to the June 2024 desk review from FOTA, Workforce Development is within the PY23 requirement of 80% and 20%. Youth spending is on track with out of school at 77.88% and youth work experience at 34.20%.

Discussion:

Summer Youth Employment Program (SYEP) RFP 2025

Mr. Sponn reported there were no major changes to the RFP. Last year sufficiently covered what needed to be updated. The only change is the minimum wage increasing.

It was moved by Ms. Shanks-Booth, seconded by Ms. Lester, and unanimously adopted by voice vote of members present to move the 2025 Summer Youth Employment Program RFP with update of minimum wage to \$15.50 per hour to be released.

Youth Employment Program Updates (YEP)

Mr. Sponn reported that he is still talking with the state about guidelines. Mr. Sponn said he is in communication with Ithaca Youth Bureau and Workforce Development youth employment leads.

Policy Update

Mr. Sponn reported they are still reviewing policies and need more time before it is presented to the committee.

Director's Report:

Incoming NYATEP Executive Director

Mr. Sponn reported that NYATEP has a new Executive Director, and they will be presenting at the Board retreat.

How It's MADE: Manufacturing and Development Expo (MADE)

Mr. Sponn reported on October 10 MADE will be at TC3.

DTW Summer graduation and Fall Cohort Recruitment

Mr. Sponn reported a summer cohort just graduated and there is fall recruitment. Mr. Sponn is curious about retention rates of previous graduates and that is something that can be further looked into as the program grows.

County budget process and OTRs

Mr. Sponn reported Ms. Achilles and himself presented on the County budget. Mr. Sponn reported the department could lose 5% of their budget from the County (\$23,558) and that he requested a Transition Workforce Specialist position that Workforce Development cannot afford due to ending of grants, inflation, and increases in wage and fringe. Mr. Sponn is hopeful the Legislature will keep the 5% and grant the position.

September YERT Meeting at TST BOCES

Mr. Sponn reported the September meeting will be at TST BOCES for a field trip of the campus and group discussion.

NY SCION Updated Implementation Plan

Mr. Sponn reported that every year the NY SCION plan is updated, and that review process is complete. Mr. Sponn will have the program prioritize collaboration with businesses and educating them on the importance of hiring individuals with disabilities.

Administrative Coordinator Update

Mr. Sponn reported that currently this position has been tied up in the Civil Service process. A test was given and all summer Workforce Development has been waiting for the results.

Career Center Update

Mr. Sponn reported the staff is working well and with most positions full the department is able to implement procedures and programs more efficiently.

Committee Member Updates:

No committee updates.

Adjournment:

Ms. Shanks-Booth adjourned the meeting at 10:01 a.m.