

## EXECUTIVE COMMITTEE

NOVEMBER 3, 2015

8:15 A.M.

Human Services Building Annex

**PRESENT:** D. Burrows, A. Hendrix, M. Stazi, S. Pronti, A. Bishop

**EXCUSED:** J. Mareane, M. Stamm, J. Matteson, L. Patz

**STAFF:** J. Mattick, J. Luu

### CALL TO ORDER

Chairman Burrows called the meeting to order at 8:19 a.m.

### APPROVAL OF MINUTES

It was Moved by Mr. Pronti, seconded by Ms. Stazi and unanimously adopted by voice vote of members present to approve the minutes of October 6, 2015 as submitted.

### SEPTEMBER 2015 FISCAL REPORTS-WIB AND OFFICE OF EMPLOYMENT AND TRAINING

The September fiscal reports were reviewed. Ms. Mattick stated that 48% of subcontracts are expended, due to the summer youth employment program. Revenue is on track for the month. She reported that training tends to really gear up on August and September which increases obligations. It is expected that all of the training funds will be expended before year-end. She noted a budget adjustment will be requested at the next meeting to increase the money available for training by \$20,000. The increase is due to rollover funds that were not included in the original budget. A transfer request to move funds between Adult and Dislocated will also be requested at the next meeting.

### PROPOSAL TO CHANGE BOARD MEETING MONTHS

The revised meeting schedule was reviewed and accepted. It will be distributed to the full board at their next meeting.

### BOARD LOCATION IT SECURITY

The quote for the recommended router has been received, but is being modified to include the costs of product support through Cisco. The issue of overbilling that was discussed previously is still being worked out.

### WORKFORCE DEVELOPMENT BOARD BYLAWS

The draft bylaws were distributed with the agenda packet. The biggest change occurs with the inclusion of new committees required under the new legislation. They also include the removal of language relating to the Youth Employment Council and including new wording for the Youth Oversight Committee. It was Moved by Mr. Pronti, seconded by Ms. Hendrix and unanimously adopted by voice of members present to recommend the approval of the bylaws to the full board at their next meeting.

### CHAIR'S UPDATE

Mr. Burrows reported he recently attended the New York Association of Training and Employment Professionals (NYATEP) conference with Ms. Mattick. He stated he was very impressed with the functional alignment between workforce and economic development. He stated Tompkins County is lucky that the unemployment rate remains low, but noted the entire state is suffering from declining population.

Ms. Mattick stated NYATEP will be increasing their advocacy at the State level to get more State money returned to local workforce development areas. Previously, the State retained 10% of the federal allocation for state initiatives as well as an additional 25% for rapid response activities. The percentage available to the state has been increased and we want to ensure that a portion of that is available for local workforce development areas. In addition, there is increased advocacy to encourage the state to invest more state funding in workforce development.

## **DIRECTOR'S UPDATE**

Ms. Mattick reported TST BOCES was not successful in getting the PTECH funding. They have requested a debriefing. They are confident there will be another round of funding available. Cornell is now 100% on board, previously they indicated they needed more time to decide, but this wasn't an option due to time constraints around the RFP.

Ms. Mattick reported that a national trainer recently provided training to One-Stop Staff. This was part of a regional initiative that included four workforce development boards. Twelve individuals from Tompkins attended.

She also reported that the summer youth employment program is wrapped up. One contractor under spent by \$10,000 and did not meet the 65% expenditure rate. They will need to repay just under \$2,000 and the unexpended funds will be returned to the State.

## **OTHER**

Mr. Burrows provided demographic information and stated that the population is peaking and flattening in 2020. The unemployment rate is very low, almost negligible across all age groups, but if you remove 16-19 year olds the unemployment rate drops to less than 3.5% (for 20-64 years). The total unemployed population is estimated to be ~1,500. Removing 16-24 year olds, the unemployment rate drops to 3% (for 25-64 years) with the total unemployed population estimated to be ~1,200.

Educational attainment correlates highly with unemployment; approximately 70% of unemployed population has less than a bachelor's degree. Over half of the employed workforce has a bachelor's degree or higher.

Non-participants in the workforce are a significant potential source of local labor, but growing the population/recruiting/retention needs to be a primary focus. For 25-64 years old, non-participants outnumber unemployed by 9:1. Educational Attainment of non-participants mirrors employed population.

Mr. Burrows stated the County faces a situation where there is no one to hire or will require investment to raise skill levels to meet employers needs. He suggested having a conversation at the Board meeting to talk about recruitment and how to bring people to the County.

## **ADJOURNMENT**

It was Moved by Mr. Pronti, seconded by Ms. Stazi and unanimously adopted by voice vote of members present to adjourn the meeting at 9:38 a.m. The next meeting is scheduled for December 1, 2015 at 8:15 a.m. in the Human Services Building Annex Conference Room.