

**Orange County Workforce Development Board Meeting  
Friday, May 17, 2019 – 8:00 a.m.  
Orange Works Career Center  
18 Seward Avenue – 2nd Floor Conference Room  
Middletown, NY**

**MISSION STATEMENT:**

**MISSION:** To create effective strategic alliances that support the development of talent to meet the workforce needs of job seekers and regional businesses.

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**PRESENT:** Ellen Anderson, Olga Campos, Mary DeFreitas, Cedrick Glasper, Lisa Halpern, Craig Jacobs, David Kohn, Tarsha McNeil, John Malmgreen, Cathy Parlapiano, Scott Perry, Charles Quinn, Fran Schafer – QUORUM PRESENT

Guests: Bill Edwards, IBEW Local 363, Lori Lakawiak, BOCES

**CALL TO ORDER/OPENING REMARKS:** Mr. Knob welcomed everyone before calling the meeting to order. Since a quorum was present, he asked for a motion to approve both the September 21, 2018 And March 15, 2019 meeting minutes. Mr. Quinn made motion to approve minutes as presented and Mr. Perry seconded the motion. Motion approved unanimously.

**YOUTH PROGRAM RFP REVIEW AND VOTE:** Mr. Knob stated that a committee consisting of Ms. DeFreitas, Ms. McNeil and Ms. Dana was formed to review the RFPs that were submitted by Orange-Ulster BOCES, Best Resource Center and Orange County Community College. There was an increase in funding by \$200,000.00 which totaled \$520,000.00 in available funding. Between the three organizations, a breakdown of the amount they requested totaling \$519,388.00 is as follows:

<u>Organization</u>	<u>Amount Requested</u>	<u>Proposed # of Youth to be Served</u>
Orange-Ulster BOCES	\$163,756.00	30
Orange County Community College	\$190,632.20	30
Best Resources Center Inc.	\$165,000.00	30

Mr. Knob distributed a handout detailing the Number of Current Enrollments for each organization which compared PY'2018 and PY'2017 and further broke down each organization's enrollments into Projected Contract Enrollments, Number of Current Enrollments, Number of Basic Skills Deficient, Number of Numeracy/Literacy Gains, TASC/Credentials, Employment/Post Education, Work Experience and Career Zone Enrollments.

Ms. DeFreitas stated that the three organizations have proven track records of success and that the numbers in PY'18 are all similar in terms of placements and work experience and the committee recommended that the amounts be awarded at the levels requested by each organization.

Mr. Knob asked if there were any further questions or discussion. There being none, he asked for a motion to approve the WDB's recommendation as presented. Ms. Shafer made the motion to accept as presented. Ms. Halperin seconded. Vote was taken and unanimous to approve as presented. Mr. Kohn abstained.

**OLD BUSINESS/NEW BUSINESS:** Mr. Knob distributed a handout which details the budget under the Workforce Innovation Opportunity Act. It details, Adult, Youth, Dislocated Worker, and Administrative funding. We received a new grant, the Trade and Economic Transition National Dislocated Worker Grant which will add \$150,000.00 this year and next. Revenue is broken down to WIOA PY'17 Carry-In and WIOA PY'18 Allocation. Budgeted Expenses

include Payroll/Staff Salaries which includes staff to the WDB and other staff who are part of Programs and Administration plus Fringe Benefits. Other Expenses include Travel and other Related Costs, Contracted Services (the Career Centers), Contracted Services which include Youth Program Operators, Training Expenses (ITAs and OJTs) Participant Costs, Rent and Other. The Youth Program amounts are last year's and not the ones just voted on today. PY'18 runs from July 1, 2018 through June 30, 2019.

Mr. Knob asked for a motion to approve the budget as presented. Ms. Anderson made motion to approve and Ms. Parlapiano seconded. Vote taken and passed unanimously to approve budget as presented.

Mr. Knob asked Ms. Blair to give a Job Fair update that was held on May 15 at the Middletown Galleria. There were 117 employers present and approximately 800 job seekers. Employer feedback was positive. Compared to last year, there seemed to be few job seekers this year. Ms. DeFreitas stated that Crystal Run Healthcare scheduled 11 interviews from the job fair. Ms. Schafer's agency (Wellness Home Care) reported that there were a higher quality of job seekers present this year. Ms. Blair said that a follow up would be done with the employers to see how many actual hires were made. Mr. Knob announced that there are monthly job fairs in each career center, including Port Jervis and encouraged employers to attend a monthly job fair. Contact person is Ms. Susan Hansen at 845-568-5114 to make arrangements to participate. Space in Newburgh is limited to 14 employers but at many as 60-80 job seekers can show up. The Middletown Career Center is undergoing renovations and will be holding job fairs in the near future. Ms. Schafer stated that the State mandates them to do finger printing for their para professional employees which seems to reduce the number of potential employees. The home health care industry was well represented at the job fair as there appears to be a critical shortage of home health care employees. Wellness Home Care in Goshen will be running a Free Home Personal Care Aide class starting the first week in June, running for 2 weeks from 9 am to 3 pm. This training will provide an entry level job and hours are on a per diem basis. A social security card, driver's license, clean finger prints, the ability to read and write and telephone are required. Ms. Anderson stated that UNFI has a difficult time hiring selectors. UNFI looked into what would attract selectors and they changed their start hour to 9:00 a.m. to make them different, which is unheard of in the industry. UNFI hired 941 employees during the year and have 560 still employed.

Mr. Kohn announced that Governor Cuomo's office has launched a new Workforce Consolidated Funding Application (CFA) in the amount of \$175 million targeted to workforce investments. The awarded CFA projects will support strategic regional efforts that meet businesses' short-term workforce needs, long term industry-needs, improve regional talent pipelines, enhance the flexibility and adaptability of coal workforce entities, and expand workforce learning opportunities. Regional Economic Development Councils (REDCs) will play a role in selecting projects in accordance with their region's economic and workforce development plans.

**ADJOURNMENT:** There being no further business to discuss the meeting was adjourned at 8:55 a.m.