

Broome Tioga Workforce NY WDB Meeting  
June 24, 2022  
9 am

WDB meeting held by Zoom pursuant to Governor Hochul's Executive Orders to minimize physical gatherings due to COVID-19.

Zoomed or called in **WDB Members Present:** Michael Atchie, Len Basso (Vice Chair), Allen Buyck, Jonathan Layish, Justin Marchuska, Paula Perna, Chris Powers, Karen Shelp (Chair), Ken Smith, Frank Stento, LeeAnn Tinney, Shawn Yetter

Excused: Maureen Abbott, Myra J. Bobo-Pickens, Danielle Britton, Tom Crowley, David Goodness, Allyn W. Jones, Barbara Kane, Robert Messler, Teresa Rennia, Jenna Rosenberg, Brian Scanlon

Zoomed or called in – staff and guests: Robert Murphy (RCM – Host, BTWF-Broome), Theresa Fiacco (ACCES-VR) Christian Harris (NYSDOL), Becky Harris (BTWF- Broome), Vikki Kaufman (NYSDOL), Sean Lanning (Tioga Economic Development & Planning), Erin Monroe (BTWF-Broome), Dorothy Richter (Southern Tier 8), Beth Roberts (Broome CCE), Holly Tracy (Broome CCE), JP Tschang (BTWF-Broome), Lisa Weston-Bialy (Tioga CCE)

Handouts emailed: Agenda, WDB 3/25/22 meeting minutes, Executive Committee 6/17/22 draft meeting minutes, One Stop Operator Report June 2022, Broome CCE Career Bound 4<sup>th</sup> Quarter PY21 Report, Tioga CCE WIOA Monthly Report – April, May, up to June10 2022, One Stop Operator Report for Workforce Investment Board June 2022, Youth contracts fiscal status as at 5/31/22, PY22 Broome Tioga Budget Allocation, PY22 Broome Tioga Budget, Draft policies – GVP Incentives, Supportive Service Adult and Dislocated Workers, Binghamton MSA Labor Market Profile May 2022

I. Karen Shelp as Chair called the meeting to order at 9:07 am.

II. Introduction of Members and Guests

RCM welcomed everyone to the Zoom meeting.

III. Review and approval of previous WDB meeting minutes:

Minutes for the meeting held on March 25, 2022 were reviewed. Motion to accept March 25, 2022 WDB meeting minutes. Al Buyck 1<sup>st</sup>, Len Basso 2<sup>nd</sup>. All in favor.

IV. New Business

1) Youth Program status:

- Broome CCE (Career Bound program) –
  - Holly Tracy reported that Broome CCE will be achieving the targeted 60 youths enrolled for PY21. As at June 24, 2022 60 youths were already enrolled with 2 more ready to come on board.
  - 35 individuals have jobs now at local employers that include Marchuska and Brothers, Family Dollar, Lowes, Binghamton High School, Frito Lay and Weitsman.
  - According to Broome CCE's report, 9 youths had OJT contracts with employers.

- Success stories include 4 young adults obtaining their high school equivalency (HSE) and recently 3 more had graduation ceremonies for GED certs.
  - Graduates were also taken on a tour of SUNY Broome as an encouragement to further their post-secondary studies.
  - The May Construction Career Day at the Broome County Highway Department gave many high school students hands-on experiences with construction equipment and chances to speak directly with employers in this sector. The Laborers' Union and NYSDOL were also on hand to cultivate interest in this field.
  - Outreach efforts to the youth include tabling at various events: the Life choices event over the 6/25/22 weekend with clothing and strollers available for distribution; North of Main (NoMa) event which is a gathering of diverse community members and businesses working together; and the Workforce job fairs.
  - The DSS Job Search Club is one activity that has given Holly the opportunity to meet youth face to face.
  - Holly thanked Workforce and all participating employers for their continued and valued support.
- Tioga CCE –
    - Lisa Weston-Bialy gave an update to the Board.
    - The target for PY21 of 30 youths was already achieved with 3 more in the pipeline.
    - GST BOCES will start testing for GED in July 2022.
    - 5 youths had been undergoing CDL A or B training this year which was excellent.
    - The youth doing work experience in real estate is in the pre-employment, pre-real estate course stage and is doing well.
    - Almost all the youth are employed with one looking for employment. Employers include Tioga State Bank, FedEx and LSD Welding.
    - The highlight of the year is the continuing cooperation between Tioga CCE and the local schools like Spencer Van Etten, Owego, North Valley and Waverly. Lisa has been very active in the transitioning program to bring together employers, educators and schools. The goal is to teach WIOA courses and bring apprenticeship arrangements to the high schools. The school district will look to hire the graduates of those programs after completion.
    - Funding to establish an innovation center in the hundreds of thousands of dollars has been awarded to the area.
    - Sean Lanning of Tioga Economic Development & Planning department is the liaison between all the parties and has met with the school districts, businesses and BOCES to put in place opportunities that will include job shadowing, business tours and internships. The aim is to create a pathway from school to business.

## 2) Report from One Stop Operator – Southern Tier 8

- Dot Richter noted the hard work the sub-recipients had put in to accomplish their tasks during these trying times.
- This will be the last meeting Southern Tier 8 will be attending as One Stop Operator and Dot thanked the Board for their co-operation.
- On behalf of the Board, RCM thanked Dot and Jen Gregory as Southern Tier 8 had taken on the role of One Stop Operator initially for 6 months and had agreed to carry on for a total of two and a half years in spite of their other commitments.

3) Youth Program Fiscal Status @ 5/31/22 –

- JP Tschang referred to the report that had been emailed to everyone on the fiscal status of the sub-recipients' claims. Both sub-recipients were lagging on their claims.
- Broome CCE just submitted their May claim the day before the meeting so it did not make it to the circulated report. If the claim of \$11k had been included, Broome CCE would be 4% short-claimed as at May 2022 compared to 9% under-claimed last quarter. The work experience portion would be 18% underclaimed compared to 21% underclaimed last quarter.
- Broome CCE had two vacant positions for a while which explained the shortfall in their claims.
- The number of youths enrolled to date have hit the targeted total of 60 and this was a vast improvement over last project year which had been 30 youths as at 6.30.21. The reason for the increase was the resumption of job fairs and outreach events and the opening up of the job center as well as Cornell Cooperative locations this project year.
- Tioga CCE was also under-claimed, at 16% from budgeted amount, previous quarter being 15% under-claimed. Work experience was 10% under-claimed, previous quarter was 8% under-claimed.
- Tioga CCE is very short-staffed as they are down to two personnel currently on payroll with a financial manager from Cornell assisting in filing the monthly claims for them.
- Tioga CCE has exceeded their targeted youth enrolment of 25 youths for the year.
- Both sub-recipients should be commended for doing their best and achieving results during these challenging times.

4) Approve budget for PY 22 – Adult for \$ 564,653.70, DW for \$ 520,379.10, Youth for \$ 644,966.10, Admin for \$ 192,222.10 for a total of \$1,922,221.00

- RCM explained that the PY22 budget at \$1,922,221 is \$188k above the PY21 budget.
- Al Buyck queried why the detailed budget's total expenditure was at \$1.97m instead of \$1.92m. JP responded that the budget was a cash budget and forecasted what would be paid out that project year leaving a certain amount to be carried forward to PY23 so it may not be exactly the allocated amount of \$1.92m.
- Motion to approve the budget for PY 22; Adult \$564,553.70, Dislocated Worker \$520,379.10, Youth \$644,966.10, Admin \$192,222.10. Len Basso, 1<sup>st</sup>, Lee Ann Tinney 2<sup>nd</sup>. All in favor.

5) Approval of contracts:

- i) Contract with Cornell Cooperative Extension of Broome County (Broome CCE) – Youth Program Broome County contract for \$150,000 for period from 7/1/22 – 6/30/2023

An RFP had been issued this year for the youth program in Broome County for \$150,000 p.a. for the period from 7/1/22 – 6/30/23 with possible 2-year extensions up to 6/30/25. The response from Broome CCE was received and reviewed. Motion to approve award of Broome County's youth program contract to Cornell Cooperative Extension of Broome County (Broome CCE) for \$150,000 for period from 7/1/22 – 6/30/2023 with possible 2-year extensions up to 6/30/25. Paula Perna 1<sup>st</sup>, Len Basso 2<sup>nd</sup>. All in favor.

- ii) Contract with Cornell Cooperative Extension of Tioga County (Tioga CCE) – Youth Program Tioga County contract for \$120,000 for period from 7/1/22 – 6/30/2023

An RFP had been issued this year for the youth program in Tioga County for \$120,000 p.a. for the period from 7/1/22 – 6/30/23 with possible 2-year extensions up to 6/30/25. The response from Tioga CCE was received and reviewed. Motion to approve award of Tioga County's youth program contract to Cornell Cooperative Extension of Tioga County (Tioga CCE) for \$120,000 for period from 7/1/22 – 6/30/2023 with possible 2-year extensions up to 6/30/25. Len Basso 1<sup>st</sup>, Frank Stento 2<sup>nd</sup>. All in favor.

- iii) Tioga County Career Center contract for \$276,988.78 for PY 22 7/1/22 – 6/30/23: Adult \$ 88,238.00, DW \$98,580.16, Youth \$58,752.88, Admin \$31,417.74.

This contract allocation is based on the budget for PY22 and the States' labor force data allocation to Tioga County. Motion to approve Tioga County contract for PY22 (7/1/22 – 6/30/23): Adult \$88,238.00, DW \$98,580.16, Youth \$58,752.88, Admin \$31,417.74 for total contract of \$ 276,988.78. Al Buyck, 1<sup>st</sup>. Lee Ann Tinney 2<sup>nd</sup>. All in favor.

- iv) Online training provider for period 7/1/22 – 6/30/23: \$13,900 to NY Wired for Education.

A Request for Quotes (RFQ) had been issued to three potential bidders for an online training provider contract for amount not to exceed (NTE) \$14,999.00 for the period 7/1/22 – 6/30/23. The successful bidder was NY Wired for Education (Metrix) based on lowest bid of \$13,900. NY Wired is the current provider. Motion to award contract for online training services for \$13,900 for the period 7/1/22 – 6/30/23 to NY Wired for Education (Metrix). Frank Stento 1<sup>st</sup>, Lee Ann Tinney 2<sup>nd</sup>. All in favor.

- v) Receipt of tabling fees for job fairs and honoraria for personnel participation in conferences to be spent on supportive services and other appropriate costs – budget of \$50,000 for period from 7.1.22 – 6.30.25

- RCM explained that through the years BTWF had been conducting job fairs around 2 a month around the Triple Cities area and had not been charging the employers anything. The inner areas where events are or will be held are Binghamton, Johnson City and Endicott with outer areas being Whitney Point, Windsor and Harpursville. Both urban and rural areas are targeted.
- Some event organizers charge employers \$200 to \$695 to table at their events.
- BTWF would charge minimal amounts from \$20 - \$250 for bigger events.
- These rental charges together with honoraria offered to personnel for participation in seminars or conferences would constitute a stream of revenue that can be expended on promotional items like signage, advertising materials, tents, perhaps raffles and gifts, also on supportive services expenses that are not claimable from any grants.
- Motion to approve arrangement to charge tabling fees and accept honorarium for personnel participation in conferences to be expended on advertising and supportive services costs not claimable elsewhere, budget not to exceed \$50,000 for the 3-year period from 7/1/22 – 6/30/25. Len Basso, 1<sup>st</sup>, Paula Perna 2<sup>nd</sup>. All in favor.

- 6) Approval of/Updates to Policies:  
i) GVP Incentives Policy

- This policy mirrors the current WIOA Youth Incentive Policy and guidance had been issued that the policy could be approved in the interim by the Executive Director and Chair of LWDB between the Board meetings.
- RCM shared that the GVP program allowed for incentives to be used to encourage youth participation in the program and it has been challenging to enroll youth from the 13901, 13904 and 13905 areas. This policy would be a start.
- School districts have been approached and are slowly beginning to promote this program to their senior class.
- Al Buyck suggested that BT BOCES assist in coordinating the efforts by liaising with Matt Sheehan of the BOCES Career Center as BT BOCES has Broome and Tioga County school districts in its organizational structure.
- Motion to approve GVP Incentive Policy. Len Basso 1<sup>st</sup>, Frank Stento 2<sup>nd</sup>. All in favor.

ii) Supportive Services for Adult/Dislocated Worker – updates to amounts and delete gas cards narration

- RCM shared that the wraparound services offered by BTWF which includes providing eligible participants with gas cards and bus passes have seen a need for updates with the current rise in gasoline prices.
- The maximum funding for supportive services to be changed from \$500 to \$1,000.
- Transportation costs previously limited to \$50 to be increased to \$150.
- The policy of providing customers with \$25 in gas cards per week to be deleted (reason being at current prohibitive gas prices, \$25 would not go very far). Examples include participants having to drive from Nichols to Johnson City or Corning to Owego. With mileage and repairs being so high for both counties, it was time to align the Supportive services policy with real-life situations where the supportive services can be of help.
- Motion to approve update to Supportive Services Policy for Adult and Dislocated Worker, to increase the maximum funding to \$1,000, increase transportation support to \$150 and delete policy requiring gas cards to be provided at maximum \$25 per week. Lee Ann Tinney, 1<sup>st</sup>, Al Buyck, 2<sup>nd</sup>. All in favor.

7) Grants update:

i) ER-NDWG (Employment Recovery National Dislocated Worker Grant)

This grant has not been very active. It is to serve participants who have left the workforce due to the pandemic. It has \$83,028.45 approved for the budget and the grant period ends in September 2022. Currently the expenditure is \$4,916 on 2 OJT contracts. A previous guidance on the eligibility for the grant was later clarified that self-attestation on the pandemic being the reason for unemployment could be a qualifying factor to use the grant.

ii) ARC/CFA WDI (Appalachian Regional Commission/ Consolidated Funding Application (CFA) Workforce Development Initiative (WDI)) - \$300k

The last class in Advanced Manufacturing that ended in April 2022 was very successful with 20 graduates and most obtaining long-term employment with the participating employers. The diversity of the class was very positive: 40% were women, 30% were minorities, 30% were

persons in re-entry from the criminal justice system. The next class will commence on August 1, 2022.

iii) Collaborative Recovery Empowerment of the Southern Tier (CREST)/INSPIRE Grant .

Collaboration with partner agencies continue under the CREST grant. Participants are in recovery and are seeking to enter the workforce. About 100 participants have been helped so far. Agencies BTWF work with the Family & Children network, ACBC and agencies in Otsego and Tompkins County.

iv) GVP (Gun Violence Prevention) Initiative

This had been discussed in the above agenda item.

vi) New Energy NY

This grant of \$100m will concentrate on a new battery facility in Endicott with collaboration between Binghamton University and Rochester Institute of Technology. NENY may apply for an additional \$25m grant. In the interest of time, this grant and the Green Jobs Corridor grant will be discussed further at the next meeting. BTWF will be the backbone for both grants.

v) Green jobs Corridor

This grant aims to bring jobs to disadvantaged groups in the decarbonization of Ithaca. The MAPP Program (Multi-craft Apprenticeship Preparation Program) will set up a training facility in Binghamton to train participants in skilled trades.

8) Board attendance – Sub-Committees for Career Pipeline

In the interest of time, this topic will be further discussed at the next meeting.

9) Youth Council

Erin Monroe shared that the Youth Council had not been able to meet for some time. Meetings had not been well-attended and partner engagement was not great. Al Buyck suggested that BT BOCES be involved in encouraging membership and participation in this Council.

10) Labor Market Report – Christian Harris

- Christian Harris reported that approximately 97% of the labor market is currently in the workforce, unemployment at 3.4% is a historical low since 2000.
- The issue is a smaller labor pool although there was an increase of 1,800 persons in the labor force from May 2021.
- Inflation worries have made workers more willing to return to work.
- Leisure and hospitality, accommodation and food services have all seen an increase in their workforce.
- We are at 94-95% of pre-Covid levels in terms of labor participation.
- The labor participation rate is at high 50s for Binghamton MSA and mid-60s nationally.
- There is no differentiation between full-time and part-time workers in the statistics.

- The key to tamping down inflation seems to be influencing behavior with thoughtful opinions expressed publicly.

#### 11) Al Buyck Retirement – with thanks from the Board

The Board thanked Al Buyck for his many years of service and having completed a wonderful career in leading BT BOCES. RCM mentioned a recent impressive signing ceremony where more than 90 participants from BT BOCES matched up with jobs at local employers. Al's leadership and organizational skills were highly commended.

The Board wished Al a happy and safe retirement and looked forward to welcoming his input in another capacity.

#### 12) Any other matters

Future WIB Meetings in 2022-

September 23, 2022

December 16, 2022

There being no further matters, motion was made to adjourn the meeting. Al Buyck 1<sup>st</sup> Len Basso 2<sup>nd</sup>. All in favor.

Meeting adjourned at 10:09 am.