

Broome Tioga Workforce NY WDB Meeting

September 25 , 2020

8:30 am

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

Called in **WDB Members Present:** Maureen Abbott, Michael Atchie, Len Basso, Allen Buyck, Michael Dundon , David Goodness, Janet Hertzog, Jonathan Layish, Justin Marchuska, Paula Perna, Chris Powers, Jenna Rosenberg, Karen Shelp, Frank Stento, LeeAnn Tinney, Shawn Yetter

Excused: Tom Crowley, Barbara Kane, Allyn W. Jones, Jack Lance, Teresa Rennia, Brian Scanlon, Ken Smith

Called in - staff: Robert Murphy (RCM – Host, BTWF-Broome), Jennifer Gregory (Southern Tier 8) Christian Harris (NYS DOL), Rebecca Harris (BTWF-Broome), Sheri McCall (BTWF – Tioga), Erin Monroe (BTWF-Broome), Holly Tracy (Broome CCE), JP Tschang (BTWF-Broome), Melissa Watkins (Tioga CCE)

Handouts emailed: Agenda, WDB 6/30/20 meeting minutes, Executive Committee 9/15/20 meeting minutes, Youth contracts fiscal status as at 8/31/20, Broome CCE Career Bound September 2020 report, Tioga CCE August 2020 report, Actual Expenditure Report PY19 @ 6.30.20, OJTs and ITAs PY19 @ 6.30.20 report, Youth Temporary Staffing RFP – draft, Youth Supportive Services Policy – draft update, Binghamton MSA report August 2020.

- I. Len Basso, Vice Chair, standing in for Karen Shelp as Chair, called the meeting to order at 8:37 am.
- II. Introduction of Members and Guests:
Board members and guest lists were read out and those present noted.
- III. Review and approval of 6/30/20 meeting minutes:
Motion to accept WDB 6/30/20 meeting minutes. Al Buyck 1st, David Goodness 2nd. All in favor.
- IV. New Business
 - a. Update on COVID 19:
 - RCM reported that Broome Career Center continues to slowly open the Center to the public by taking appointments and entertaining walk-ins where possible. The Resource Room is open to the public at these times: from 9 – 11 am and 1 – 3 pm.
 - Tioga Career Center (TCC) has always been open to the public under Center Manager Sheri McCall as TCC is directly co-located with DSS offices and DSS has not been closed.
 - DOL personnel will probably not return to the buildings until January 2021.
 - RCM mentioned that in the latest meeting between DOL and WIB Directors DOL was under the impression that the Centers stopped work as DOL personnel had been re-assigned to attend to UI claims. WIB Directors presented all the activities that had been going on in the Centers and DOL was impressed.
 - ITAs, OJTs and TTW activities are going on throughout the Centers.
 - In fact, BT Workforce reported more OJTs and ITAs written up for PY19 than in PY18 in spite of the pandemic's impact on the last quarter of PY19. Higher wage rates were reported for 2020 than in 2019 as well.

- In light of the Centers re-opening post-pandemic, future meetings may take on a hybrid nature as individuals may want to attend in person and others may wish to join virtually, especially if travel takes up too much time.

b. Notification of renewal of Board members' terms:

- The following Board members had their terms renewed:

Board Member	Term expiring
Karen Shelp	6/30/2023
Brian Scanlon	6/30/2023
Chris Powers	6/30/2023

c. Retirement of Janet Hertzog

- Jan Hertzog will be retiring as Director of SUNY Broome's Continuing Education and Workforce Development.
- Jan has had tremendous impact with her work in the local workforce, community and college.
- The Board thanked Jan for her service to the Board and community and wished her a safe and enjoyable retirement.

d. Introduction of One Stop Operator, Jennifer Gregory of Southern Tier 8

- Jen Gregory was introduced to the Board as the current One Stop Operator.
- Jen is the Director of Southern Tier 8 Regional Board, a planning agency which serves 8 counties from Tompkins to Schoharie.
- Jen introduced Lolene Cornish, her Administrative Assistant.
- Southern Tier 8 produced the Comprehensive Economic Development Strategy 2018-2022 report and will be a valuable partner to BT Workforce.
- Future youth activities data will be shared with Southern Tier 8 for One Stop Operator reporting purposes.

e. Youth Program status:

- Broome CCE:
 - Details of Broome CCE's activities had been emailed before the meeting.
 - Holly Tracy shared that for PY20, 7 youth are enrolled so far and 2 are in the pipeline to be enrolled. 4 youth found jobs in Lowes, Olums, Burlington and Sacco Eye Care.
 - 4 youth are undergoing Customer Service training in preparation for tests in late September.
 - Broome CCE is conducting meetings remotely as well as in-person. Zoom calls take place on Wednesday mornings with staff and participants to connect and discuss interview techniques, job search tactics and other matters.
 - Two youth are undergoing driving training with Sage and one will be taking the test for a commercial license.
 - Success stories include a young lady who was a Career Center Customer Engagement (C3E) client and who was very quick to obtain employment. She is representative of the youth population who do want to work.
 - Other youth need more encouragement to seek work instead of relying on benefits.
 - Holly requested that if the Board is aware of any businesses that may be interested in conducting virtual tours of their facilities to please contact her as this will facilitate virtual learning during these times.
- Tioga CCE:
 - Melissa Watkins shared that the Director of Tioga CCE, Andrew Fagan, has since retired from Tioga CCE and new Director T. Hanson sent her regrets at not being able to join the meeting today.

- Details of Tioga CCE's activities had been emailed before the meeting.
- Melissa presented Tioga CCE's activities for PY20.
- Tioga CCE was successful at enrolling 5 youth so far in PY20 with 4 pending enrolment.
- Tioga CCE is also meeting clients remotely and in person, following strict safety protocols and in collaboration with Tioga Career Center.
- An innovative idea for in-person meetings was the placement of a 23" TV in the room to facilitate social distancing. The TV is used as a bigger display monitor for a laptop.
- Lisa Weston-Bialy, who works one on one with the youth, received high praise and appreciation for developing a virtual curriculum for her work with them.
- RCM requested that this virtual curriculum be shared with Broome and Melissa responded that the URL link will be sent over soon.
- Youth activities at Tioga CCE: 3 youth were accepted at college and 4 others are in Job Corp., taking Customer Service training, in Work Experience or in the National Guard recruitment process.
- 7 are taking TASC and 3 are seeking TASC waivers (one has been approved).
- One youth completed security guard training and has been hired at UHS with a \$4/hour salary increase.
- One completed C.N.A. training and was hired at Oak Hill Manor.
- Lisa is working with youth affected by the COVID pandemic, either with jobs being displaced or personal situations.
- Sheri McCall shared that GST BOCES will be starting up in-person GED classes on Oct. 5, 2020.
- Tioga CCE was commended for doing an excellent job in these challenging times.

f. Youth Program fiscal status @ 8/31/2020:

- A handout had been emailed earlier regarding Broome and Tioga CCE's fiscal status as at 8/31/2020.
- JP Tschang commented on the fiscal claims.
- Claims from the sub-recipients, Tioga CCE and Broome CCE, were a little behind due to the slow-down in fiscal activities and remote working over the last months.
- As at 9/8/20, Tioga CCE had only claimed up to June 2020 and Broome CCE up to July 2020. Underclaims were at 22% and 8% respectively. This is similar to last quarter.
- Youth Work Experience allocations were underclaimed by 11% for Tioga CCE. Last quarter was underclaimed by 12% so this quarter saw a slight improvement.
- Broome CCE overclaimed Youth Work Experience by 5%, which is good. Last quarter's overclaim was 18%.
- Holly, Asia and Jasmyne from Broome CCE and Lisa from Tioga CCE have been actively connecting with the youth over the period, either virtually or limited in-person meetings. Their outreach efforts appear to be successful.

g. Actual expenditure report PY2019 for period ended 6/30/2020

- The Actual expenditure report for PY19 had been emailed earlier and contained the results of operations for PY19 for the year ended 6/30/2020.
- JP Tschang shared the fiscal results of operations.
- In the report, total revenue in PY 19 was \$2,717,068.92. Cash expenditure for Adult funds were \$655,321, Dislocated Worker \$348,337, Youth \$675,780, Admin \$138,490 and TET NDWG fund \$199,917.
- Total carry over to PY20 was \$699,223.73 (36%).
- This compared to projected carry over last June of 10% is a higher carry over because of claims not coming in the last 3 months due to the pandemic shutdown. However, funds have been obligated in all programs up to the minimum 80% requirement.
- These obligated funds include invoices not claimed or paid yet for OJTs, ITAs and other contracts.

- h. Approve Youth Temporary Staffing RFP (current contract expires 6/30/2021)
- RCM introduced the draft Youth Temporary Staffing RFP to be issued as the current Youth Temporary Staffing contract with Datrose will end on 6/30/2021.
 - Motion to approve issuance of the Youth Temporary Staffing RFP for amount not to exceed \$240,000 (\$40,000 being fees) for contract period 7/1/2021 – 6/30/2022 with option to renew for two additional years without the need to re-issue a new RFP. Al Buyck 1st, Paula Perna 2nd. All in favor.
- i. Approve update to Youth Supportive Services Policy
- Sheri McCall commented that the latest updates to the Youth Supportive Services Policy will allow incentives to be paid for “measurable skill gain” (MSG).
 - Tioga County is still awaiting DOL guidance on a question submitted about whether two MSGs would be approved.
 - Even if the feedback from DOL was that the two MSGs would not be approved, there are other MSGs that could earn incentives.
 - Motion to approve update to Youth Supportive Services Policy to include “measurable skill gain as defined by WIOA/NYS” as an achievement for incentives. LeeAnn Tinney 1st, Maureen Abbott 2nd. All in favor.
- j. Grants update:
- 1) OPIOID Recovery - \$3m applied for
 - RCM remarked that the State had been optimistic about this grant being awarded.
 - However, the State was not awarded this grant by the Federal government, so this grant is not successful.
 - 2) POWER - \$1m applied for
 - Eligibility for the grant was based on being a coal-impacted area.
 - The ending of coal-fired operations, Goudey Station being one of them, enabled this region to be eligible for the grant.
 - This grant was ultimately denied to BT Workforce in favor of other applicants.
 - 3) ARC/CFA WDI - \$300k applied for
 - This grant which was initially submitted by former BT Workforce Executive Director Sara Liu has now entered the 2nd approval phase with NY State.
 - The \$150k applied for under ARC has been awarded to BT Workforce.
 - We are currently waiting for the \$100k match to be approved by NY State under the CFA WDI grant.
 - The remaining \$50k match will come from WIOA funds.
 - 4) Welding - \$150k applied for
 - RCM shared that the partner for this grant pulled out at the last minute with apologies due to unforeseen business developments caused by the pandemic.
 - The potential partner intends to participate in the next grant process.
 - BT Workforce was not awarded this grant.
- RCM is working on two other grants which involve career pipelines.
 - Jen Gregory of Southern Tier 8 (the local representative of the Appalachian Regional Commission- ARC) was commended for her efforts in moving the grants forward to the extent that they did.
 - Thanks were also extended to Dot Richter and Lolene Cornish from the ARC.
 - Regional grants, with the help of ARC, will be the focus as Southern Tier 8 covers 8 counties.

V. NYSDOL Statistical Analyst Presentation – Christian Harris

- Christian went over the Aug 2020 Binghamton MSA labor statistics circulated earlier.
- Employment by industry - private sector jobs have fallen by 8.4% year to year. This is an improvement over the last month where the decrease was 17.2%.
- Current uncertainties for businesses are 1) the momentum of recovery post-pandemic and 2) the effect of election outcomes on businesses.
- Industries losing employment are the leisure and hospitality sectors where the worst decrease in employment was 47.7% at one time, nearly half the industry being wiped out. Volume is required in the coming winter months to recoup losses but what this will look like with social distancing rules is questionable.
- Another industry facing a slow recovery is the construction industry. With more people doing home improvements during the shutdown, construction businesses may face increased demand in the near future. The timing of bids and award of contracts with work starting and generating income much later will affect the liquidity of these businesses.
- The manufacturing industry was down 8.9% at one point but improved to 4.5% in August so it is faring quite well.
- Finance and IT sectors are quite steady.
- Non-profits are not in a good position as many face budget deficits and may go out of business.
- The Federal and State Government sectors are currently seeing increases due to census workers being recruited but State budget issues face a lag in affecting the economy. The last contraction had a 3-year lag before economic outcomes were felt.
- Unemployment rates have improved to 9.4% in August 2020 compared to 15% in July. NYS unemployment was 12.5% for August and the national unemployment rate was 8.5%.

VI. Any other matters.

a. Jobs situation:

- Lineage Logistics – Len Basso enquired about the loss of jobs from Lineage Logistics' acquisition of Maines' operations.
- RCM stated that at the latest COVID Cabinet meeting at Broome, it was shared that Maines had laid off CDL drivers and Lineage is now re-hiring them.
- UHS has 500 positions available.
- BAE Systems just won a new contract and will be looking for personnel. Retirement of senior technical staff is also contributing to staff shortage. Graduates from Binghamton University could be recruited to fill vacant positions.
- Retail and restaurants face potential reductions in employees.
- The school districts are facing budget pressures as the State withholds revenue-sharing. Layoffs may be possible.

b. Discussions with DOL:

- RCM commented that DOL is currently looking at how services are provided at the Workforce Centers and is looking for innovative ideas on how to deal with the COVID crisis.
- NYATEP has ensured that WIB Directors and vendors have a place at the table when discussions about operations take place with DOL.
- The WIBs have shared the number of persons seeking services at their Centers and how those services are delivered – virtual and in-person recruitments particularly those in the Ticket To Work program who may need face to face interactions.
- Broome Career Center's Drive Through Job fair in July 2020 was done in collaboration with Express Employment and the Chamber. It was a great success and included drone footage.

- Russ Oliver from DOL commented that the Drive Through Job fair was “awesome” and other agencies have been requesting the mapping, procedures and forms used for the event.
 - 27 employers and 130 vehicles with 150 job seekers were at that job fair.
 - A huge thank you to BTWF – Broome personnel: Rebecca Harris, Preston Hertzog, Carolyn Antalek, Carry Thomas and Intern Quincy for making the Drive Through Job Fair such a success.
- c. Introduction of new employee at BTWF – Broome: Erin Monroe
- Erin is the new Supervisor of the Broome Resource Room.
 - Erin comes to us from Binghamton University where she was in charge of the Alcohol and Other Drugs Prevention Program.
 - She has also worked at United Way with community involvement in the North Side of Binghamton.
 - Her Masters degree is in Education.
 - She looks forward to working one on one with people in the community. A warm welcome to Erin.
- d. Outreach to companies
- RCM suggested that BT Workforce should broaden the approach to contracting OJTs with companies.
 - OJT companies should include small and non-traditional older companies.
 - WFNY is currently approaching start-up companies that use the Incubator in Binghamton.
 - David Goodness remarked that he sits on 2 other Workforce Boards and participates in 3 others. One of the Boards is Oswego County which held its first outdoor job fair since the pandemic. It attracted 33 employers. Some employers came from out of the county to attend the fair.
 - David mentioned that the finishing trades are seeing a lack of participants. An example is the Amazon warehouse in Liverpool, Central NY, which could not find enough workers for their trade organizations.
 - Outreach is certainly needed to educate the public and increase awareness about lucrative careers in the trades.
- e. Future WIB meeting in 2020 –
- Dec 18th
- The meeting time and mode (in person/virtual or hybrid) will be decided and communicated to everyone.

Motion to adjourn the meeting. Al Buyck 1st, Jan Hertzog 2nd. All in favor.

Meeting adjourned at 9:37 am.