



Broome Tioga Workforce NY LWDB Meeting

March 20th, 2026.

12 noon

WDB Members: In-person attendance: (Chair) Justin Marchuska, Karen Shelp, Shawn Atkinson, Allyn Jones, Carol Beckwith – Strong, Brian Scanlon, Megan Schnabl, Amy Foster, Elizabeth Myers, Jennifer Lupo, Michael Decker, Frank Stento, Kate Oja, Vikki Kaufman, Danielle Britton, Andrew Tunison, Shanise Kent.

Zoomed or called in: No Zoom available.

Excused: (Vice Chair) Rebecca Stone, Len Basso, Chris Powers, Michael Atchie, Tom Crowley, Mark Lane, Jonathan Layish, Wendy Getchell, Paula Perna, Barrett Grant.

Staff and guests:

In-person attendance: David Goguen (Host- BTWF), Holly Tracy (Broome CCE), Kevin Harlost (BTWF-Broome), Jacopo Moroni (BTWF), Megan Slilaty (BTWF), Brendan O’Bryan (BTWF – Contract Specialist), Christian Harris (DOL), Jackie Burdick (Tioga County), Jeff Lowther- SUNY Apprenticeship (Teams)

Zoomed or called in: No Zoom available.

Handouts: LWDB Agenda, LWDB Minutes from December 12th, 2025, Annual Meeting Minutes from December 12th, 2025, Executive Meeting Minutes from 3.13.2026, Fiscal Officer Report 2nd QRT PY25, Unemployment Rank Report, Flyer for SUNY – Apprenticeship.

- I. Justin Marchuska, as Chair, called the meeting to order at 12:01 pm.
 - Introduction of Members and Guests
- II. Roll Call – Megan Slilaty did roll call. Quorum has been met.
- III. Review and Approval of Previous Meeting Minutes – December 2025

Minutes for the meeting held on December 12th, 2025, were reviewed. Motion to accept December 12th, WDB meeting minutes. Danielle Britton 1st, Shanise Kent 2nd. All in favor. Approved.

IV. Board Member Changes: Introduced two new Board members, Megan Schnabl (Tioga Ec Planning & Dev) – replacing Brittany Woodburn and Elizabeth Myers (Tioga DSS)- Replacing Shawn Yetter. Both terms will expire 12.31.2028.

V. Action Items: Requiring Board Motion:

- a. Approval of RFP: One Stop Operator 3/1/2026-6/30/2027 and (2) one-year renewals, with an increased rate of up to \$8,000 annually.
- David discussed the One Stop Operator proposal. Broome – Tioga Workforce has had difficulty finding someone, within the current parameters. The position cannot be an employee so we would like to increase the annual rate and put this contract out for Bid.
 - This is a mandated position Broome – Tioga Workforce must have in place.

Motion to approve the One Stop Operator RFP going out to bid with the new parameters 3/1/2026-6/30/2027 and (2) one-year renewals, with an increased rate of up to \$8,000 annually. 1st Allyn Jones. 2nd Andrew Tunison. All in Favor. Approved

- b. Transfer of \$125,000 from PY25 DW to PY25 Adult: PY25 DW will reduce to \$383,388.00 and PY25 Adult will increase to \$679,065.
- David discussed this funding adjustment occurs yearly due to our spending throughout the program year.
 - Jacopo further discussed our funding. This year the transfer of funds has decreased, due to an increase in DW spending.

Motion to Approve the Transfer of \$125,000 from PY25 DW to PY25 Adult: PY25 DW will reduce to \$383,388.00 and PY25 Adult will increase to \$679,065. 1st Kate Oja, Allyn Jones 2nd. All in Favor. Approved.

VI. Chair Report (5 Minutes)- Justin Marchuska

- Justin Marchuska spoke briefly about starting his position as the Chair of the board. As well as speaking about outreach for our programs and getting out in the community.

VII. Staff Reports:

Directors Report - David Goguen (5 Minutes)

- David spoke about his meetings with each board member as he began his role as Director.
- David is currently assisting in the development of a pre-apprenticeship program in the Construction Trades. Working with the Local Unions, Suny Broome and the IDA. This program will hopefully be up and running in the fall.
- Broome–Tioga Workforce will have a counselor available at JC BOCES to support individuals interested in adult education classes. The counselor will also assist with identifying available funding opportunities, as well as providing support with resume workshop and interview classes. Additionally, using business service team to help get individuals interviews.
- David shared a few updates on upcoming items. The IDA is applying for a grant that could help renovate a building for workforce development. There are plans to relaunch the “*Broome is Good*” campaign. A Policy Committee has been formed at Broome–Tioga Workforce, and some changes will be brought to upcoming board meetings for review and approval. Johnson College is also exploring the possibility of opening a local satellite location focused on trades. In addition, there are efforts to restart the Youth Council to better connect with schools’ programs. Lastly, WIOA reauthorization is coming up, which could shift funding to a 50/50 split between training and other expenses.

Fiscal Officer Report – Jacopo Moroni (5 minutes)

- Jacopo reviewed the fiscal handout. This covers the 2nd Quarter of PY 25 from October through December of 2025.
- Broome – Tioga Workforce wants to focus more on training due to the possible 50/50 split of funds.
- Programs Examples: OITP, Nursing and CDL training.
- Broome CCE and Tioga CCE have been a huge help in the workforce.
- OJT’s will be increasing due to an expanded business services team and encourage all businesses to reach out and become involved in this program.

Labor Market Report - Christian Harris (5 minutes)

- Christian Harris from NYSDOL reported on the latest statistics from the Labor Dept.
- This report is from December 2025, DOL is reviewing estimations from prior years.
- US employment decreased by about 1 million jobs.
- Locally we are slowing down in our hiring, but still in the positive.
- Inflation is still high, not where the federal reserve wants it to be.
- Unemployment rank has been steady at 4.1.
- Labor pool is the concern. Job openings are still available.
- How to get youth and older population to become interested.

Committee Reports (5 Minutes): N/A

VIII. Old/Unfinished Business (5 Minutes): N/A

IX. New Business:

Guest Speaker (15 Minutes): Jeff Lowther – SUNY Apprenticeship Program.

- The Teams Meeting was having sound issues. We had to reschedule for another time.

a. Any other matters

David asked about what businesses are seeing in their industries.

- Pre- Apprentice Program 11- week training program with Suny Broome. Working with the Unions. Introduction, similar to the Manufacturing training.
- Neighboring counties have seen success with this new in development program.
- Construction Skilled Operators – Micron has been aggressive with Job Offerings and pay.
- A lot of big businesses growth and expansions coming in Vestal

LWDB Meetings in 2026.

- June 12th, 2026
- September 25th, 2026
- December 11th, 2026

2) There being no further matters, motion to adjourn the meeting.

- Brian Scanlon 1st, Frank Stento 2nd. All in favor. The meeting adjourned at 12:38 PM.