



Broome Tioga Workforce NY LWDB Meeting
September 25th, 2026.
12 noon

WDB Members: In-person attendance: Chair- Justin Marchuska(Marchuska Brothers), Vice Chair- Rebecca Stone (BOCES), Len Basso (BPeace), Karen Shelp(Tioga Downs), Michael Atchie (Williams Group), Megan Schnabl (Tioga Ec Planning & Dev) , Elizabeth Myers (Tioga DSS), Michael Decker (Smith Site Dev), Kate Oja (WDI), Vikki Kaufman (DOL), Danielle Britton (SUNY Broome), Shanise Kent (Binghamton University), Jennifer Lupo (Toyota Material Handling), Frank Stento (Precision Painting), Mark Lane (William H Lane), Barrett Grant (IDEW Local 112).

Zoomed or called in: No Zoom available.

Excused: Chris Powers (Tioga State Bank), Shawn Atkinson (BAE), Allyn Jones (J&K Plumbing), Brian Scanlon (Scott Smith & Sons), Carol Beckwith – Strong (Best Buy), Amy Foster (Tioga Opportunities), Jonathan Layish (Red Barn Technology), Paula Perna (United Way), Andrew Tunison (ACCESS – VR), Charles Hendrickson (IUOE Local 158), Wendy Getchell (Mirabito).

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), Chris DiRienzo (WSKG / DiRienzo Bakery).

Zoomed or called in: No Zoom available.

Handouts: LWDB Agenda, LWDB Minutes from June 12th, 2026, Fiscal Officer Report 4th QRT PY25, PY26 Budget, Unemployment Rank Report, Draft OJET Wraparound Service Policy, Updated YEP Policy.

- I. Justin Marchuska, as Chair, called the meeting to order at 12:05 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 – June 2026

Minutes for the previous meeting held on June 12th, 2026, were reviewed. Motion to accept June 12th, WDB meeting minutes. Len Basso 1st, Mike Atchie 2nd. All in favor. Approved.

IV. Board Member Changes: We have a new Board Member Charles Hendrickson, with expiration date of 6/30/29. He is with (Local 158 – Operating Engineers).

V. Action Items: Requiring Board Motion:

- Approval to Issue RFP – One-Stop Operator
 - David discussed the One Stop Operator Role. The RFP has gone out to bid multiple times. We have increased the bid and had no luck with any submissions. We received one but it was incomplete.
 - Question Raised: What happens when no one bids. Response: Broome Tioga Workforce may be assigned as the One Stop Operator. The requirements and guidelines for this role were discussed.
 - We need to advertise the RFP on our social media.
 - Financial Audit and Insurance are the two main barriers.

Motion to Approve the One Stop Operator RFP to be issued. 1st Frank Stento 2nd. Barrett Grant. All in Favor. Approved.

VI. Chair Report (5 Minutes)- Justin Marchuska

- Justin Marchuska asked if any of the board members have seen any additions engagement with the community.
- Adult Education program will increase due to new hire at BOCES. On the Job Training possibilities.
- We could have a press release for Broome – Tioga Workforce visibility to reach people who are unaware of our services.

VII. Staff Reports:

Directors Report - David Goguen (5 Minutes)

- David spoke about applying for a new grant through Empire State Development to partner with Unions for Training / Pre-Apprenticeship Programs.
- We are still waiting to confirm we are a recipient of the funds. We will know more in the coming months.
- The WIB Board is looking to be a sponsorship for apprenticeships. Working with NYS to get up and running.
- The Universal Daycare Pilot starts in January. We are going to try and help with their workforce needs. This is not in place yet but it's coming down the pipeline.

Fiscal Officer Report – Jacopo Moroni (5 minutes)

- Jacopo reviewed the fiscal handout. This covers the 4th quarter of PY 25 from April through June of 2026.
- Comparing the 3rd to 4th quarter, the overall spending increased by about \$100,000 due to a triple payroll month and staff changes. We have made additional payments to Tioga County Career Center, with their reimbursement claims. These are mostly wages and fringes.
- The OJT (On the Job Training Program) have increased and the Individual Training's (ITA's) have decreased.

Labor Market Report - Christian Harris (5 minutes)

- Christian Harris from NYSDOL reported on the latest statistics from the Labor Dept.
- 4.4 % in August, previously in July was 4.3%.
- Compared to last year unemployment has increased 1.5%
- Health and Education and government jobs have increased
- Leisure and hospitality have decreased, related to costs like trips, and going out to eat etc.
- Inflation is steadily increasing due to overseas events
- Manufacturing is holding up well.
- Questions Raised: Can we view actual open positions throughout our area. We have multiple openings that cannot keep them filled.
- Report by specific occupation for the next board meeting.
- Report on who is coming to into the career centers.

Committee Reports (5 Minutes): N/A

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

IX. New Business:

Policies:

- OJET Wraparound Service Policy
 - David spoke on a new policy upcoming to assist individuals in wraparound services. The handout reviewed is a template from the state which includes the additional attachment for our internal documents to keep track of what services are given.
 - We will be receiving these funds later this year and approving this policy will set up guidelines for Broome – Tioga Workforce to maintain.

Motion to approve the new OJET Wraparound Service Policy. 1st Len Basso, 2nd Mike Atchie. All in Favor. Approved.

- Updated YEP Policy
 - Jacopo spoke about the changes from last year's approved policy.
 - We are incentivizing the youth to have good attendance and maintain a job. The previous policy stated we would provide incentives in a lump sum which was specific to a grant, and if that program ended, we would not have a way to maintain incentives.
 - Everything else stayed the same.
 - OJET Question: Do we collaborate with NENY Taskforce. Response. Yes, we do maintain communication with them.

Motion to approve the updated YEP Policy. 1st Danielle Britton. 2nd Shanise Kent. All in Favor. Approved.

X. Grant Funding Discussion.

- SCION OMH: \$34,615 for the period of 7/1/26 - 7/31/27
 - David spoke about the SCION Grant. Throughout the year we receive different amounts to put through the legislature.

Motion to approve SCION OMH funds. 1st Len Basso, 2nd Kate Oja. All in Favor Approved

- YEP: \$1,338,340 for the period 9/1/26-6/30/27
 - David discussed that this grant is going in front of the Legislature next month.
 - The policy has been approved in this meeting.
 - YEP can pay staff salaries and about 50-70 kids. Some include kids with justice involvement. portion of this money goes to BOCES for In School Youth.
 - Broome County eligible only

Motion to approve the YEP funds. 1st Frank Stento. 2nd Shanise Kent. All in Favor. Approved.

XI. PY26 WIOA Budget (Att. F)

- Jacopo discussed the budget handout. WIOA is our main grant that we run off of. The allocation has decreased, which was discussed at the last meeting.
- Carryover is only budgeted for 8% carryover. Due to decrease in overall budget
- Youth Carryover/ Allocation is more than the others due to YEP and WIOA Youth Program.
- YEP 14-20
- WIOA Youth 18-24
- Strategy to spend this money include counselors in schools, set up businesses at schools (different careers in schools at lunch), going to manufacturing day at Suny Broome, attending football games, baseball games, etc.
- Request: Calendar of events to see formal outline.
- YEP – collect as many businesses as possible to host a youth individual to work at your facility. Youth would pick the top three, then they could hold an interview and bring them onto your team. This may be Broome County only. We will follow up.
- Explanation of what the commitment is for this as a business. The forms if interested would provide all of that in advance.
- Carryover: Transferring funds only allowed between Adult and DW.

- XII. Guest Speaker (15 Minutes): Chris DiRienzo WSKG & DiRienzo Bakery
- We welcomed Chris to our board meeting and discussed what he sees in the workforce from his businesses point of view.
 - Challenges in hiring at WSKG include competition with higher education with much larger salaries
 - Challenges in hiring for DiRienzo Bakery Include: working over 30 hours; a lot of employees can't work over a certain amount without losing their benefits.
 - WSKG receives funding through board of education and local foundations and individual donors.
 - Entry point for WSKG – finding people with experience. Very difficult to find
 - Bakery side – cost per employee vs hours they can work and maintain benefits.

XIII. Any other matters:

- Strategic Planning Meeting: To be held after this meeting is adjourned.
- LWDB Meetings in 2026.
 - December 11th, 2026

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

- 1st Len Basso, 2nd Frank Stento All in favor. The meeting adjourned at 1:15 PM.