

**WORKFORCE INVESTMENT BOARD**

**JANUARY 22, 2013**

**8:30 A.M.**

**TOMPKINS COUNTY PUBLIC LIBRARY**

**PRESENT:** D. Bradac, D. Burrows, M. Coldren, A. Hendrix, L. Holmes, J. Little, P. McKee, A. Pedersen, M. Stazi

**EXCUSED:** B. Blanchard, C. Haynes, L. Dillon, P. Levesque, J. Mareane, J. McPheeters, L. Patz, M. Stamm, M. Talarski, M. Turnbull

**ABSENT:** B. Allen, A. Bishop, T. Grippen, D. Herath, J. Lance, L. Leonard, S. Pronti, M. Rubino, P. Stein

**GUESTS:** C. Harris, NYSDOL

**STAFF:** J. Mattick, Jennifer Luu

**CALL TO ORDER**

Chairman Coldren called the meeting to order at 8:35 a.m.

**ADDITIONS/DELETIONS TO THE AGENDA**

Mr. Coldren announced the because of the lack of quorum at today's meeting, the Transparency and Integrity Policy will be considered by the Board at the March meeting. Ms. Mattick reported that following the State's recent governance review it was brought to her attention that the Board needs to adopt the policy. The distributed Hatch Act materials apply to employees and the disclosure statement will need to be signed by Board members.

Mr. Coldren indicated that Mr. Lance from ACCESS VR was unable to attend today's meeting and he will be introduced at the next board meeting.

**DEVELOPMENT IN THE CITY OF ITAHCA**

Gary Ferguson, Executive Director of the Ithaca Downtown Alliance was introduced. Mr. Ferguson provided an overview of the upcoming development in the City of Ithaca. His presentation is accessible at <http://ithacadowntown.files.wordpress.com/2013/02/downtownfuture-2013.pdf>.

Mr. Ferguson reported that downtown development is guided by a ten-year plan and growth happens in spurts. There are 12 new projects scheduled between 2013 – 2015 that will include over \$125,000,000 in private investment and one major public project, the Commons Rebuild, that will occur within a two block radius of each other. Please see slide 9-28 of Mr. Ferguson's presentation for the scheduled projects that are occurring.

Mr. Ferguson stated housing and lodging is driving the economy downtown and the housing marking includes universal design for both students and the older population. At this time, there is sufficient parking to support the new construction, but there is also work being done with transportation demand management with the goal to move 400 people out of their cars and use alternative transportation.

Ms. Mattick stated a meeting is being held in February to discuss training needs and programs to support the increased number of hotel and entry level jobs that are being created.

**TOTAL COMPENSATION STATEMENTS – EXAMPLES**

Examples of total compensation statements were distributed. Employers can create their own or there is software available. The statements are a great recruitment tool as well as having them available for employees when needed.

## **HOT TOPICS IMPACTING THE WORKFORCE – BUSINESS AND AGENCY UPDATES**

Mr. Coldren reported Ithaca College is conducting a effectiveness and efficiency review to look at how business is done and the costs associated with doing business as well as looking at where there is potential savings in coming years.

## **WIB DIRECTORS REPORT/CENTER MANAGER’S REPORT**

Ms. Bradac’s report is included at the end of the minutes.

Ms. Mattick reported that she recently joined the Executive Committee on the Board of the New York Association of Training and Employment Professionals (NYATEP). NYATEP is the chief advocacy entity at the state and federal level for workforce development and they are the training and development arm of workforce development professionals.

She also reported that the focus of the Biocareer Connection event has changed this year to include other technology fields. This has brought in additional partners. The event “Upstate NY TechCareer Connection” is scheduled for April 2, 2013 at Emerson Suites at Ithaca College.

## **ADJOURNMENT**

It was Moved by Ms. Holmes, and unanimously seconded to adjourn the meeting at 9:45 a.m. The next meeting is scheduled for March 26, 2013 at 8:30 a.m. at the Tompkins County Public Library

**Workforce Investment Board Meeting  
Tompkins Workforce New York One Stop Report - Tuesday, January 22, 2013**

**1. Collaborative Programs / Initiatives / Staff Updates:**

Disability Employment Initiative (DEI): Kevin Nickerson, Shammi Carr and Jason Harriott  
Educational Resources: Susan Donatelli  
Veteran's Priority of Service Employment and Training: Brad Bennett, DVOP  
Diversity Consortium: Shammi Carr, WFNY Representative  
Division of Immigration Policies and Affairs (DIPA), Agriculture Focus: Parker Filer

**Save the Dates:**

Technology Career Connection: Tues, April 2, 2013  
World of Skills: Thurs, April 25, 2013  
Diversity Roundtable: Wed, May 22, 2013

**2. A Few 2013 New Local Efforts:**

**Tourism and Hospitality Manager/Supervisor Series:** Diane Bradac, 272-7570  
Bi-Monthly Training Series, funding provided by STPB and WIB

**TC3 Healthcare Series:** Susan Greener, 844-6586  
Medical Billing, Medical Administrative Assistant, Phlebotomy Technician and Pharmacy Technician

**Tompkins County Re-Use Technology and Construction Partnership:** Diane Cohen and Anise Hotchkiss, Re-Set Coordinator 257-9699

**TC Sustainability Center:** Jackie MG (student interns and volunteers), 227-7329

**Chamber of Commerce NYSDOL OJT Initiative:** Kathy May, OJT Coordinator, 351-5293

**ONA Grant (Office of New Americas Grant):** Sue Chaffee, Immigrant Services Director for Catholic Charities and Laura Rodriguez, Program Coordinator, 272-5062

**New! GED Adult Ed Classes at the Center:** Michelle Candela-Jordan and Martille Nohle, Instructor  
Mon, Tues and Wed evenings, 5:00-7:30pm

**3. Job Service Employer Committee (JSEC)**

Sponsoring a program on Veterans Services, Tues, April 9, 2013

**4. National Worker Readiness Credential (NWRC):**

Outreach, Training and Testing  
Forming a YEC Sub-Committee  
Tompkins County Work Readiness Core Leadership Chair: Diane Bradac  
Skills Gap Research and Presentation planned for 9/12/2013

**5. Business Services Team:**

Employer Support: monthly recruitment on-site, job postings and matching  
Emphasis on "On the Job Training" (OJTs), both WIA and NEG (11 active)

Please contact the Tompkins Workforce New York Career Center  
for additional resources, help and support; 607-272-7570

Tompkins Workforce New York is an Equal Opportunity Employer/Employment Program Auxiliary aids  
and services are available upon request to individuals with disabilities.