

**WORKFORCE INVESTMENT BOARD**

**MARCH 26, 2013**

**8:30 A.M.**

**TOMPKINS COUNTY PUBLIC LIBRARY**

**PRESENT:** B. Allen, A. Bishop, B. Blachard D. Bradac, D. Burrows, J. Dennis, C. Haynes, A. Hendrix, L. Holmes, J. Lance, L. Leonard, P. Levesque, J. Mareae, P. McKee, J. McPheeters, L. Patz, A. Pedersen, M. Rubino, M. Solomon, M. Stamm, M. Turnbull

**EXCUSED:** M. Coldren, L. Dillon, M. Stazi

**ABSENT:** D. Herath, S. Pronti

**GUESTS:** C. Harris, NYSDOL; N. Zook, M. Guerra, Tompkins County Youth Services; A. Sitts, TST BOCES

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

**CALL TO ORDER**

Vice-Chair Lisa Patz called the meeting to order at 8:34 a.m.

**ADDITIONS/DELETIONS TO THE AGENDA**

None

**ANNOUNCEMENTS**

Ms. Patz, on behalf of the Board, welcomed Jim Dennis to the Board. Mr. Dennis is representing the Tompkins County Legislature and replaces Peter Stein. She also welcomed Jack Lance from ACCESS VR to the Board. Mr. Lance replaces Rich Bohman who retired last fall.

**APPROVAL OF MINUTES**

It was Moved by Mr. Little, seconded by Mr. Pedersen and adopted by voice vote of members present with Ms. Bradac abstaining to approve the minutes of November 27, 2013,.

It was Moved by Mr. Little, seconded by Mr. Pedersen and adopted by voice vote of members present to approve the minutes of January 22, 2013.

**POLICY – TRANSPARENCY AND INTEGRITY IN WORKFORCE INVESTMENT DECISIONS**

The Transparency and Integrity Policy was distributed with the agenda packet. It is necessary to bring the WIB into USDOL and NYSDOL compliance and wording for the policy was taken from federal guidance. The conflict of interest and financial disclosure document applies to both WIB and Youth Employment Council members and the Hatch Act information applies to employees funded by Workforce Investment Act funds. The forms will be emailed out to WIB members with a return date of April 2, 2013.

It was Moved by Ms. McPheeters, seconded by Ms. Blanchard and unanimously adopted by voice vote of members present to approve the Transparency and Integrity Policy.

**COMMITTEE UPDATE: YOUTH EMPLOYMENT COUNCIL**

Ms. Patz stated that following the meeting with school superintendents in April 20, 2012 the Youth Employment Council began moving forward on some of the outcomes. At the last Board meeting funds were allocated to fund additional staff through June 30, 2013 to work on committees to move projects forward.

Ms. Guerra provided an overview and progress to date for each committee:

Group One has been tasked with searching for ways to engage parents of high school students who are ready to enter the world of work in a conversation about the world of work. They are looking at piloting at least one career night for a Tompkins County school district to help parents understand the key things they can do to support their youth in thinking about careers and the impact this has on the choices they make in school. Newfield High School has expressed interest in participating and conversations are underway on how best to reach parents.

Group Two's task has been to look for ways to provide information to teachers and counselors to enhance their programming with career readiness information. They are looking at connecting with Teacher Education/planning/PLC days of school districts to offer workshops for teachers on a variety of career readiness based initiatives. These could include information on entry level jobs, what skills do students need to succeed in employment, how to connect to local employers and labor markets, and how can teachers incorporate career readiness into their existing curriculum.

Group Three has been working on the national work readiness credential to serve youth ages 16-25. They have been connecting with local employers to pilot the use of NWRC. They will also be marketing the credential to local employers as an indicator of work skills. Two brochures have been created for use, one for employers and one for clients

Ms. Hendrix noted the goals of each group have been defined, but the measurements have not so the projects for each group are still being discussed.

Mr. Bishop arrived at 8:48 a.m.

Mr. Rubino arrived at 8:50 a.m.

#### **THE AFFORDABLE CARE ACT AND THE EMPLOYER MANDATE - JEAN MCPHEETERS, PRESIDENT, TOMPKINS COUNTY CHAMBER OF COMMERCE**

Ms. McPheeters provided an overview of the Affordable Care Act and what it means to businesses. The Chamber has applied to become a Navigator to businesses and she has attended multiple many meetings regarding the Act. More information will be available this summer and she will provide updates at future meetings. A copy of her presentation can be requested through the WIB office.

#### **AFFORDABLE CARE ACT AND SENIOR SERVICES EMPLOYMENT-RELATED RESULTS – SENIOR NEEDS ASSESSMENT - LISA HOLMES, DIRECTOR, TOMPKINS COUNTY OFFICE FOR THE AGING**

Ms. Holmes reported that in July 2012 the County Office for the Aging conducted a needs assessment of 412 residents in Tompkins County 60 years of age or older. The assessment topics covered demographics, employment, housing, transportation, volunteerism, health insurance and prescription coverage, among others. Between 2000 and July 2010 there has been an 89% increase in 60-64 year olds and of those sampled, 29 percent reported they were employed, an increase of 5 percent since 2004. Most of the increase has been in full-time employment with baby boomers retiring later and due to effects of the recession. Of the individuals reporting they were not employed, 13% stated they would like employment, 92% want part-time work, and 5% had looked for employment in the prior six-month period. Volunteerism is on the rise with 42% volunteering at least one hour per week, as compared to 34% in 2004. She stated the Office for the Aging and Lifelong both provide assistance to senior in signing up for Medicare and noted she hopes to be able to provide additional assistance with the health care exchange when more information is available.

## **CONNECTING EDUCATORS TO THE WORKPLACE SUMMER 2012 PROJECT & 2013 PROJECT PLANS**

Allison Sitts from TST BOCES reported on the Teachers in the Workplace Initiative that has been operated over the last three summers. In 2012 there were seven teachers from four school districts that participated. The teachers were teamed up with businesses in the County and participated in planning sessions on taking real world applications and applying them to curriculum. The teachers felt very empowered. She stated additional businesses are needed for teacher placements as this been one of the biggest challenges the program has been facing.

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

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

Ms. Mattick 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.

She also reported that she and Mr. Stamm recently attended the National Association of Workforce Board's conference in Washington, D.C. While there, they met with staff from Senator Gillibrand and Schumer's offices to discuss the impact of sequestration on WIA and also the reauthorization of WIA and the importance of maintaining local control. On July 1, sequestration will have a national impact of a 6% reduction to formula funding, but the impact to NYS may not be as high. She should have more information in a week or two.

### **ADJOURNMENT**

It was Moved by Ms. Holmes, and unanimously seconded to adjourn the meeting at 9:55 a.m. The next meeting is scheduled for May 28, 2013 at 8:30 a.m. at the Tompkins County Public Library

**Workforce Investment Board Meeting  
 Tompkins Workforce New York One Stop Report  
 Tuesday, March 26, 2013**

<p><b>Upcoming Collaborative Events:</b></p> <p><b>Upstate NY Tech Career Connection: April 2, 2013</b>        12:00 - 2:15 pm - Panel Presentations        2:30 - 4:30 pm - Exhibitor Session        Held at Emerson Suites, Ithaca College, Ithaca, NY        Over 45 exhibitors/employers</p> <p><b>Veterans Services Program: April 9, 2013</b> Veteran's Priority of Service Employment and Training: Brad Bennett, DVOP</p> <p><b>18<sup>th</sup> Annual World of Skills: April 25, 2013</b>        Career and Job Fair  <b>Preparation Pre- Sessions:</b>        April 13, 2-4:00 at Southside Community Ctr        April 16, 6-7:00 at GIAC        April 22, 2-3:30 at WFNY</p> <p><b>Diversity Roundtable: May 22, 2013</b>        Full day training opportunity, 8:15-4:00 pm, Emerson Suites, Ithaca College, registration is encouraged by April 18<sup>th</sup> to take advantage of early bird rate \$45.00  <a href="http://www.diversityroundtable2013.peaksoverpoverty.org">www.diversityroundtable2013.peaksoverpoverty.org</a></p>	<p><b>Career Center and Young Adult Services:</b></p> <p><b>T-S-T GED Adult Ed Classes also at WFNY:</b> Michelle Candela-Jordan and Martille Nohle, Instructor; Mon, Tues and Wed evenings, 5:00-7:30pm</p> <p><b>Metrix E-Learning Accounts:</b> 186 assigned</p> <p><b>National Worker Readiness Credential (NWRC):</b></p> <p>SHRM TC has committed to work readiness as one of four high priorities for 2013, employer outreach, research and curriculum development</p> <p>Skills gap research and presentation for JSEC/SHRM TC planned for 9/12/2013</p> <p>Job LINK outreach, training and testing for all out of school youth, nine program participants involved in training currently</p> <p>YEC Sub-Committee Pilot underway, referrals from seven local agencies, training and testing currently</p>
<p><b><u>New Initiatives or Projects:</u></b></p> <p><b>Tourism and Hospitality:</b></p> <p><b>Manager/Supervisor Series:</b> bi-monthly training series, funding provided by STPB and WIB  <b>Hospitality STAR:</b> hospitality ambassador and customer service training, June 2013</p> <p><b>TC3 Healthcare Series:</b> Medical Billing, Medical Administrative Assistant, Phlebotomy Technician and Pharmacy Technician, Susan Greener, 844-6586</p> <p><b>Tompkins County Re-Use Technology and Construction Partnership:</b> Pilot began March 18<sup>th</sup> with 15 participants, Diane Cohen and Anise Hotchkiss, ReSET Coordinator, 257-9699</p> <p><b>ONA Grant (Office of New Americas Grant):</b> Sue Chaffee, Immigrant Services Director for Catholic Charities and Laura Rodriguez, Program Coordinator, 272-5062</p>	<p><b><u>Business Services:</u></b></p> <p><b>Monthly recruitment on-site, job postings and matching:</b> CU, IC, Sodexo, Home Instead Senior Care, Comfort Keepers, FingerLakes ReUse, IBEW, Tompkins Trust, Job Corp, IBEW, Kionix, Incodema, GrammaTech</p> <p><b>On the Job Training (OJTs):</b> State, WIA and NEG (14 active)</p> <p><b>Trade Act Training:</b> Allocations from 2008-2012 (Emerson and Borg Warner) \$323,988.00</p> <p><b>Rapid Response Services:</b> Borg Warner, CU, UTC, City of Ithaca, Emerson, Cayuga Operating Company, School District, Cargill, P&amp;C</p> <p align="center">~~~~~</p> <p>The Plumbers &amp; Pipefitters Joint Apprenticeship Committee, Local Union #112 (Northern Zone), will conduct a continuous recruitment from March 6-Feb 5, 2014 for four plumber-steamfitter apprentices. All applications must be received no later than February 12, 2014.</p>

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.