

Tompkins County Workforce Development Board

Governance and Membership Committee

MINUTES

Thursday, November 16, 2023

**Workforce Development Board Conference Room
119 E. Seneca St., Suite 200, Ithaca, NY 14850**

Present: K. Babuka, S. Pronti, J. Tavares

Excused: H. McDaniel

Staff: C. Sponn, D. Achilles

Call to Order

Ms. Babuka called the meeting to order at 9:02 a.m.

Approval of Minutes - August 17, 2023

It was moved by Mr. Pronti, seconded by Ms. Tavares, and unanimously adopted by voice vote of members present to approve the minutes of August 17, 2023.

Current Board Membership

Upcoming Retirement of K. Kersey

The Governance Committee discussed potential candidates to take the seat on the Full Board and One-Stop Operations and Oversight Committee that Mr. Kersey holds.

P. Levesque Treasurer Position Interest

The Governance Committee discussed Mr. Levesque taking the Treasurer's role and joining the Executive Committee. The Committee discussed potential candidates that could fill his role on the One-Stop Operations and Oversight Committee due to the policy of only up to one committee member serving on both the Executive Committee and the One-Stop Operations and Oversight Committee. The policy is in place to strengthen oversight of programs.

J. Matteson resignation and Secretary role on Board

The Governance Committee discussed potential candidates to take the seat on the Full Board, Executive Committee, Secretary Role for Full Board, and Mr. Matteson's Chair position for the Services to Individuals with Disabilities role.

Discussion

Board Retreat

Mr. Sponn asked the Committee if they had further discussions on the Board Retreat or strategies that were discussed at Full Board meeting.

Director's Report

Micron Future Ready Consortium

Mr. Sponn reported that he attended the Micron Consortium in Syracuse, and it was well attended by the whole region to discuss the 9,000 jobs that will be available and what skillsets the community will need to fill them. Other representatives from the Tompkins County area were Ms. McDaniel and Ms. Szabo of Ithaca Area Economic Development, Mr. Matteson of TST-BOCES, and Ms. Whitmore of TC3.

NYATEP Conference in Syracuse (10/23-10/25)

Mr. Sponn reported that he attended the NYATEP Conference in Syracuse. Mr. Sponn connected with several Career Center Directors and plans on visiting their Career Centers to gain more insight on their operations and potentially adopt what they are doing. Mr. Sponn also invited the Directors to Tompkins for a Career Center tour.

ERN Career Navigator/Success Coach

Mr. Sponn reported that Ms. Tavares has been organizing meetings for a ERN Career Navigator/Success Coach in Tompkins County. The first sector of focus will have to do with hospitality and tourism.

Career Center Updates

Mr. Sponn reported the restructure is going smoothly. Mr. Sponn is exploring inefficiencies and areas to enhance services at the Career Center. Mr. Sponn reported he is very excited for the team that is there and the challenges ahead.

Adjournment

Ms. Babuka adjourned the meeting at 09:34 a.m.

Workforce Development Board Appointment Card

<u>Appointed</u>		<u>2024</u>				
2/1/2022	Business	Kim Babuka	380 Luce Road	Groton	NY	13073
6/15/2021	20% Requirement - Labor Organization	John M. Cometti	320 Beach Road	Syracuse	NY	13209
10/19/2021	20% Requirement - Community based Organization	Danielle Harrington	288 Piper Road	Newfield	NY	14867
8/16/2022	Business	Ron Olson	54 Autumn Ridge Circle	Ithaca	NY	14850
6/15/2021	Business	Amy Illes	9 Estates Drive	Ithaca	NY	14850
6/15/2021	Mandated Partner - Economic Development Representative	Heather McDaniel	2219 N. Triphammer Road	Ithaca	NY	14850
6/15/2021	Business	Teri Tarshus	102 Renwich Drive	Ithaca	NY	14850
6/15/2021	Mandated Partner - Higher Education	Carrie Coates Whitmore	170 North Street	Dryden	NY	13053
6/15/2021	Key Community Partner - TANF Representative	Kit Kephart	1864 Rt. 96	Trumansburg	NY	14886
6/15/2021	Business	Scott Pronti	19 Conlon Road	Lansing	NY	14882
		<u>2025</u>				
8/16/2022	Business	Suzanne Cerquone	1380 Mecklenburg Road	Ithaca	NY	14850
6/21/2022	Business	Chris Malcolm	500 South Meadow Street	Ithaca	NY	14850
7/19/2022	Business	Samantha Pennell	25 West Cayuga Street	Moravia	NY	13118
6/21/2022	Business	Kirra Franzese	107 Durland Place	Watkins Glen	NY	14891
6/21/2022	Mandated Partner	Kip Cerasaro	150 Graham Road	Ithaca	NY	14850
2/7/2023	Mandated Partner - Vocational Rehabilitation	Andrew Tunison	401 Brook Hill Ave	Vestal	NY	13850
6/21/2022	20% Requirement - Organization Serving Individ. w/ Disabilities	Denise Vreeland	1084 State Route 318	Waterloo	NY	13165
		<u>2026</u>				
6/20/2023	Business	Steven Waight	66 Bishop Road	Newfield	NY	14867
6/20/2023	Business	Paul Levesque II	184 North Main Street	Moravia	NY	13118
6/20/2023	Business	Kevin Kersey	4961 Cornish Hts. Pkwy	Syracuse	NY	13215
6/20/2023	Business	Jennifer Tavares	91 Waterwagon Road	Ithaca	NY	14850
6/20/2023	20% Requirement - Youth Serving Organization	Kate Shanks-Booth	288 Harford Road, Lower Apt	Brooktondale	NY	14817
6/20/2023	20% Requirement - Labor Organization/Apprenticeship	Todd Bruer	10 Hilton Road	Dryden	NY	13053
6/20/2023	Mandated Partner - Adult Education/Literacy Representative	Jeffrey A. Matteson	384 Virgil Road	Dryden	NY	13053