

**ROCKLAND COUNTY
WORKFORCE DEVELOPMENT BOARD
Board Meeting Minutes**

Date: Sept. 10, 2020
Time: 8:00 to 9:00 AM
Location: Virtual Meeting by zoom due to COVID-19 pandemic restrictions

WDB Board Attendees:

Lynne Allan	Howard Hellman	Robert Pitkofsky
Ann Byne	Brian Levy	Pat Rajala
William Edwards	Don Lucarello	Matthew Shelley
Michele Green	Tom Ossa	Jill Warner
Eileen Guzzo	Gregory Parseghian	

Absent:

Joe Allen	Renold Julien	Sr. Kathleen Sullivan
Kathy R. Canter	Thomas Scaglione	Robert Woodill
Bob Dutra	Mary Shinick	
Elena Hansen	Ramon Solo	

Invitees:

Stephanie Compasso	Don DoBell Ph.D.	Dan Tauken
Chris D'Ambrese		

WDB Staff members:

Phyllis Tucker	Debra Thomas	
----------------	--------------	--

Rockland County Liaison:

Jeremy Schulman		
-----------------	--	--

8:00 AM Welcome & Opening Discussion – Lynne Allen, Chair

Lynn greeted everyone and opened the meeting.

Action Item:

Lynne Allan requested a motion to approve the agenda going forward:

Matthew Shelley – motion
 Rob Pitofsky – second
 Approved

Lynne Allan requested a motion to approve the minutes from the last meeting:

Matthew Shelley – motion
 Pat Rajala – second
 Approved

Chair, Site Committee - Howard Hellman

Howard reported that the site at Nyack is almost ready and that the move would be complete in a week or two. The move is to take place in stages, DOL will be packed up by Friday, moving furniture on Monday and equipment next Tuesday. Due to the Covid19 lock down a month to month lease on the Haverstraw facility wasn't needed. Because of the phased nature of the move a temporary phone number has been assigned 845-348-3500 ext. 7. They were hoping to use old numbers but that switch over was taking too long. It is proposed to have a very simple phone tree to DOL or the Career Center.

Rockland Works Career Center – Dr. Stephanie Compasso

Stephanie spoke about branding efforts and reported that the website was almost complete and that Tom Osso and his team have done an awesome job. They were still adding content and the goal is to make the site user friendly and to provide the most information possible on the site. Job seekers will find “Hot Jobs” based on identified sectors, upcoming events, registration, virtual workshops, and links to the WDB. It was noted that the WDB site is Rockland Work and the Career Center is Rockland Works.

Due to in person meeting restrictions orientation will take place via zoom meetings. Stephanie is putting together presentations of the services offered. Virtual workshops are being conducted prioritizing Resume Writing and Interviewing Skills. In person one-on-one meetings will still be offered.

Stephanie reported that the Career Center is working with businesses in the community such as Raymore and Flanagan and Crystal Run who are looking to hire. A Job Fair with Raymore and Flanagan is possible. She is also working with Howard Hellman and Walter Goldman on developing a per diem job bank. Last month, due to the storm, 280 people were hired for short terms.

Stephanie also gave the Adult, Dislocated Workers, and Youth Programs report, attached. Forty-eight youths are currently enrolled, with 7 more in process. Thirty adults have attended orientation since 8/11 and 14 are officially registered for Individual Career Services. Four youths are in process for ITA funding and 10 adults are interested.

Chris commented that due to the pandemic there were many gray areas in New York State funding for new budgeting. Debbie referenced the WDB report on the Rockland Works website as a template based on the goals and requirements set by the state of New York.

Chris spoke about the New York State Eligible Training Supplier List, providing a range of training. Chris noted that by working with partners to identify training this list gives applicants a choice. Debi referenced the United Way ALICE report and stressed the need to deploy training dollars for jobs with a fair wage and reminded the board that in Rockland County \$98,000 is the income needed by a family of four to survive. The goal is to help individuals get good entry level jobs with a chance to move up. The ETPL has requirements for program funding including identifying training in the regions priority sectors, there are four in Rockland, credentials attached to the training including those that are state, national, or industry recognized. Jobs in the training field must also be available in the area and offer a sustainable wage. Credentials should be stackable, allowing individuals to build on training and to move up. Debi stressed that volunteers were needed to gather feedback. Michele Green and Brian Levy offered their assistance.

Due to the unknown impact of the pandemic and the concern that not all training programs align with credential requirements Debi asked the board for support of negotiating 50% as a Primary Indicator of Performance.

Lynn requested a motion be made to use 50% as a Primary Indicator of Performance.

Matthew Shelley – motion

Pat Rajala – second

Approved

RC Director of Economic Development and Tourism - Jeremy Schulman

Jeremy reported that DOL is in the process of moving from Haverstraw, with a move date of next week. He is looking forward to the new site. Debi and Howard are working on the GDC and finding new businesses to lease to.

WDB Attorney – Lawrence Codispoti

Larry reported that the contracts for the Career Center and Fiscal Agent are complete and in place and are beneficial to all parties.

NYSDOL - Don Lucarello

Don stated that he did not have much to report. The staff will have all the equipment but he does not have a date for when staff will be working. Most continue to assist individuals with pandemic unemployment claims.

Financial Report – Dan Tauken

Report is attached. On the Balance Column a true carry over will be available after the transition. Not all moneys are available for POI 20. The end of the fiscal year is Oct. 1. One hundred percent of money is out for request. For POI 19 the 80% threshold was met. Lynn, Matt, and Debi added POI 20 to the file, showing budget and cuts of 16% for POI 20 compared to POI 19.

Matt wanted to thank Chris and Stephanie for their assistance. A budget is being developed and will be presented for the approval of the board. There will be a carryover of money and it is recommended that it be put to client facing expenses. It was further recommended that a small portion be retained for the vagaries of PPE. Debi noted that one of the qualifiers of the budget was the month to month payments for the Haverstraw location that were not needed. Howard informed the board that the GDC lease expired automatically and that there was no obligation to pay for a space that was shut down and inaccessible. Jeremy agreed and also noted that he signed a vacate premises letter.

WDB Report – Debi Thomas

Debi reported on the RCC SUNY Apprenticeship program. The program is funded to support businesses and the workforce in the community to assist in stabilizing the economy. SUNY has opportunities statewide with WDB. The county is being proactive in allocating resources for the future benefit.

Debi reported on “Partnered for Success” a philanthropic outreach to local businesses that would support the development of business and workforce in the community.

Debi reported on Patterns for Progress a program of regional collaboration with other WDB in the Hudson Valley. The region will be looking at changing priority sectors – three to five years out and preparing to have workforce aligned with the needs of business. The United Way ALICE (Asset Limited, Income Constrained, Employed) report data will be used to analyze Rockland’s needs.

Tom Osso reported on the Friday Forums, interviews with town and county supervisors, and others. These episodes are available on the Rocklandwork.org and have had thousands of views.

Finally, Debi reported on Coursera Collaboration, a series of certified virtual training courses for persons receiving unemployment benefits. Registration must be completed by Oct. 31 and courses completed by end of December.

Lynn asked that everyone note the meeting schedule of 12/10/20, 3/11/21, and 6/10/21.

Lynn requested a motion to adjourn the meeting:

Eileen Guzzo – motion
Howard Hellman – second
Approved

The meeting was adjourned at 9:35AM.