

# The Fulton, Montgomery & Schoharie Counties Workforce Development Board

## Board Meeting

Wednesday, May 1, 2019  
Amsterdam Workforce Career Center

### I. **Opening and Attendance:**

Welcome: Marty Callahan, Past Chairman of the Board, called the meeting to order at 4:32 p.m. Marty was filling in for the Chairman of the Board, Scott Stevens, because he was unable to attend the meeting. Marty welcomed new Board Member Amy Rogers, Senior Human Resource Business Partner at Keymark Corporation. Amy is replacing Keith Gros on the Board. Keith is still with Keymark Corporation but has moved to a distance further away making it difficult to attend meetings.

Members Present: Kerry Brunner, Marty Callahan, Roger Cusano, Christopher Darling, Arthur Graulich, Melissa Johnston, Kathleen Kilmartin, Mark Mincher, Donna Pesta, Judy Petroski, Amy Rogers, Don Snoop, and Jeannette Spaulding

Excused: Laurie Bargstedt, Andrea Fettinger, Pamela Goldswor, James Law, Amy McCray, Karen Miller, David Morrow, Kenneth Rose, Peter Stearns and Scott Stevens

Absent: Dave Fariello and Jeff Stark

Also present: *Charlene Dybas*, Assistant Business Professor, Fulton-Montgomery Community College; and *Mary Hill*, Program Director, FMS Private Industry Council, Inc.

Staff to Board present: Gail Breen, Beverly Ball, and Kim Skiff

### II. **Presentation:**

*Charlene Dybas*, Assistant Business Professor, Fulton-Montgomery Community College gave an overview of some of the new ways FMCC is trying to encourage students to come back to school by making it a doable and reasonable opportunity for them.

Two of the opportunities they are now offering are **Badges and Modalities**.

***Badges*** are Micro-Credentialing Programs where students work and take a few designated classes, get a credential, take a few more designated classes, and get a credential and so on. They have found that sometimes it is very difficult for students to commit to a 2-year degree. FMCC is not the only college offering Badges, there are several Universities and Colleges now offering them.

Students can take a cluster of 2-3 classes (up to 5) that are assembled to give a student the credential. The student can get one credential and build upon it and get another or they can work on just one credential.

There are two levels of Badges:

\* A *Learner Badge* requires a C average in all the classes students take.

- \* An *Excellence Badge* is for those students that get all A's in their classes. Both badges are credentials with certain skill sets, but the *Excellence* would show that the student has done "A" work.

The initial Badges developed were for two levels of badges in Accounting and Finance, one for Medical Coding, One for Medical Office Representative and one for Computer Programming. They do not offer the Medical Coding exam, but the credential would offer all information necessary to sit for the exam. These classes are also offered in the degree programs as well, so someone who took the Health Information Records Degree could also sit for the Medical Coding exam.

They have already had success with the programs and have students with Badges. Since seeing the popularity of the programs already piloted, other professors are now looking at creating badges for their programs. They have one new one in the works for Finance.

Students can place their "Badges" on their Social Media accounts. For example, when they place it on LinkedIn it will match their skills so that when an employer is looking for certain skill sets it will match them for that position.

FMCC has looked at ways to help students that don't have time to attend classes, don't have the money, or don't feel the need for a full degree, to find a way to still receive the skill sets required for employment.

Charlene stated that they love to hear from employers saying "If students had these skills, we would hire them". They then can tailor a Badge to meet those skills required. The classes for the badges are not new, they are just put together to offer a certain skill set to students. Badges are a marketable skill now, not 2 years from now when students receive a degree.

**Modalities** are a way of putting classes out that meet the student's needs.

There are 3 ways that classes are structured:

- \* Traditional: Students attend classrooms on campus
- \* Web-based: Students complete all classes on-line
- \* Blended: Students complete a combination of Traditional and Web-based modalities

In order to enhance students' learning and offer more flexibility, they developed other Modalities.

**Hybrid:** Students attend class on campus AND complete web-based components. They are expected to sit in class for the first 5 weeks of classes. They are evaluated after 5 weeks and if they are doing well, they can then take the course on-line or continue in the classroom. For students who are not doing as well, they can be re-evaluated again 5 weeks later. The Hybrid classes show that the retention rate is up, and students are doing better coursework.

**Flex-Mode:** Students attend multiple modes as the semester progresses. They may attend traditionally or through web-based courses. They have the *option* to attend on campus at the beginning of the course and always have the option to attend traditionally throughout the course. So, when they are struggling on-line, they can go to a traditional classroom to get extra help. Many of the students are night students that can't come during the day. They will now be offering classes on Thursday nights from 5-8pm in Flex-Mode every other week. So, students can take two classes and only give up one night a week. Also, starting with the Spring 2020 Semester, they will be offering Saturday morning classes in the Flex-Mode.

Charlene Dybas can be reached at (518) 736-3622 x 8944 or Charlene.dybas@fmcc.edu

### III. Action Items:

- **Resolution BY 2018-16:** Acceptance of the minutes from the April 3, 2019 Board Meeting
  - There was no quorum. This resolution will be carried over to the June 5, 2019 Board Meeting.

### IV. Information Sharing:

**Accountability and Return on Investment Committee:** **Gail and Kim** gave the Accountability report for Andrea Fettinger, who was unable to attend the meeting. Gail said that last month the Board voted on the Resolution that allowed us to move money between Adult and Dislocated Worker. We did this primarily because we received such a large Dislocated Worker grant that we had a lot of more Dislocated Worker money than just in formula funding, but we continue to have a lot less Adult money. We have already started to take advantage of the additional Dislocated Worker funding and people have been approved and registered for classroom based training. We also have some Employer-Based contracts in the works. Gail thanked the Board for passing the resolution last month.

**Kim** reviewed the FMS WDB Report for March. Our PY18 Budget should be at 75% expended at the end of March, which marks the end of the 3<sup>rd</sup> quarter of the fiscal year. The total YTD expenditures are at 68.83%, just a little below the expected 75%. The PIC's PY18 Budget should also be at 75% expended. The blended rate for all program activity is 73.14%, just under the 75%. Both organizations budgets are running right at capacity with no unexpected issues.

**Kim** also shared that a Request for Proposal for the Single Audit for the years ending June 30, 2019, 2020, and 2021 has been released. We put Legal Notices in four publications and emailed six providers on or about April 5, 2019. Proposals must be received by May 15, 2019. All proposals received by May 15 will be presented to the Accountability Committee members responsible for evaluation and scoring at that time. A recommendation for the successful proposal will be made to the full Board at the annual meeting on June 5, 2019.

**Gail** stated that every April we get our draft formula allocations for the coming year. This year there was some very good news and as well as some other positive news. The positive news was that the Dislocated Worker funding, used for serving people that are on unemployment insurance, laid off, not expected to return to work or may have exhausted UI benefits, has remained stable. However, New York State got a 25% bump up in Adult and Youth funding. This is very good news. For Adult formula funding, USDOL looked across the country where there were substantial unemployment rates and took the national average of 4.5% and compared across all 50 states. New York State had a higher unemployment rate than many other states. This increase would bring us back to about our 2014 funding year. Kim and Gail are working on developing a budget to present at the next committee meeting. We would then present a resolution of a 3-month budget at the annual meeting. We get a very small portion of our Adult and Dislocated Worker money that is attached to Federal Year 2019. We then get about 75% for Federal Year 2020 that doesn't start until October 1st. Gail referenced the proposed agreement on a Congressional \$2 Million Infrastructure bill that was in the news yesterday. She shared that it isn't new money Congress will have to decide where in the proposed 2020 budget this will come from. Historically this would not be taken from Defense spending or tax cuts. It would probably be taken out of Domestic spending of which Workforce and Education is a big part. Because of the uncertainty of next year's actual funding, we only vote on a 3-month budget in June. Somewhere around October 1st we will know what we are getting for the full year and then the full-year budget would be presented for voting upon. Last year we lost \$58,000 of anticipated funding because of budget readjustments by the federal government

The full Committee report is available to Board Members on the website.

*The next meeting is scheduled for May 28<sup>th</sup> at 4:30 p.m. in the Amsterdam Career Center.*

**Business Services and Employer Engagement Committee:** Marty filled in for Laurie Bargstedt who was unable to attend the meeting. He shared that we had one recruitment in the Gloversville Workforce Career Center for Keymark Corporation. There were 13 applicants and one hire. Amy Rogers added that they have had one additional hire. They offer a free shuttle bus for those individuals that have transportation issues. It is an eleven-passenger van and so far the fullest it has been is about 7. They started in Amsterdam and now offer it in the Johnstown and Gloversville area as well.

There was one Mini Job Fair in Montgomery County with 9 businesses, 50 applicants and 3 hires to date.

FMS Workforce Solutions joined with the FM Regional Chamber of Commerce and the Fulton-Montgomery Community College in sponsoring the annual spring job fair. There were 57 employers and 246 job seekers in attendance. Marty shared that it was a good show and that he was there as well.

There will be another Mini-Job Fair on May 22 from 10 a.m. to noon, in the Amsterdam Center. He asked any businesses interested in attending to contact Nancy Reccio at the center.

Dollar General has been using the Amsterdam Workforce Career Center for recruitment of its management/supervisors. The construction of the Distribution Center is continuing, and the company plans to start shipping in December. They hope to start hiring front-line workers in July and August, with a starting wage of \$14.50 with a potential to move to \$16 at the end of their first year.

The full Committee report is available to Board Members on the website.

*The next meeting is scheduled for May 16<sup>th</sup> at 8:00 a.m. in Amsterdam Career Center.*

**WIOA (MOU) Partners Committee:** Did not meet. However, Judy shared that we had a significant jump in referrals made between partners this past month. There are normally about 110-130 month, this month it jumped to 196. The number of received and attended are about the same but the referral number is up significantly. Judy also shared that Mary and Gail presented a webinar to statewide partners on our referral process.

*The next meeting is scheduled for Friday, June 14<sup>th</sup> 9:00 a.m. in the Amsterdam Career Center.*

**Workforce Systems Oversight Committee-** The March program report show us that the total traffic across the three centers was up from last month but is 7.25% down from the same period last year. Gloversville and Amsterdam were both up just over 15% while Cobleskill remained steady. He referenced Beverly's Center Traffic Graph that shows traffic for the past year across all three centers and stated that the traffic is understandable if you look at the trends.

There were 4 new Montgomery County Youth enrollments. Year-to-date, we have enrolled 27 new youth as compared to 18 for the same period last year. There were no new Work Experience sites, HSE or other certificates attained during the month.

There were 133 FMS Business Contacts in March and 7 new Businesses were added to OSOS.

In March we began funding an Employed Worker Training (EWT) with Home Helpers in Amsterdam for a Client Services Coordinator. There were no TET-DW contracts written this month, however

staff are in the process of writing several for April. Don asked Gail what TET-DW stands for. Gail responded Trade and Economic Transition/Dislocated Worker. You don't have to be affected by Trade Act, but Trade Act is part of it.

Don shared that a new Technical Advisory regarding Universal Accessibility of the Workforce Development System to Individuals with Disability has been released and more information is available in the online committee minutes.

The full Committee report is available to Board members on the website.

*The next meeting is scheduled for May 22<sup>nd</sup> at 8:00 a.m. in the Cobleskill Career Center.*

## **V. Environmental Scanning:**

Gail said that she and Mary Hill, the One-Stop Operator, participated in a statewide webinar on the Referral Process that included Best Practices by using the FMS Referral and Tracking process. It was a repeat of a training they presented at the Fall conference of the New York Association of Training and Employment Professionals (NYATEP). NYATEP is the membership organization for Workforce Professionals in the state. The workshop last fall was so well received they were asked to present a webinar for those that couldn't attend the fall workshop.

Chris Darling and Gail attended a C5 Action Planning Meeting of the 5 capital region community colleges (Fulton-Montgomery, Schenectady, Hudson-Valley, Columbia-Greene and Adirondack Community Colleges). C5 stands for Capital Community College Career Coalition Collaborative Action Plan. The focus of C5 is the need for middle skills and how to address it. It is similar to tonight's FMCC presentation, "How do you teach those middle skills in an environment so that people can use them now?" They don't need to get the full degree in order to use the skills now.

Gail attended the launch event at Beechnut for the Electro-Mechanical Apprenticeship program. She stated the Apprentices were present and acknowledged at the opening welcoming presentation and that the average age seemed to be the middle adult years as opposed to young people just out of high school. There was one female among the group of apprentices. Chris shared that they are all incumbent workers and that there are 15 apprentices.

## **VI. Board Member Go Round:**

**Kerry Brunner (Richardson Brands Company):** They are continuing with new marketing ideas. They have spent some time with buyers in Bentonville at Walmart and have just shipped their first order to them. They have changed their branding and labeling and have a lot of work in Research and Development going on. They have been around over 100 years.

**Marty Callahan (Gehring Tricot Corporation):** They were recently awarded another \$5,000 training grant from the Workforce Development Institute. Marty stated that Cricket Thomas-O'Dell, the WDI Regional District Manager, is very helpful, knowledgeable and approachable and recommended that Board Members contact her with any training needs. Gail and Marty stated that she may be a good speaker for a fall Board Meeting. Marty shared her contact information: (518) 506-7902. He also shared that Helmont is very busy and experiencing some growing pains.

**Roger Cusano (Universal Plastics Corporation):** Their 2nd shift is going fairly well. They are still busy moving in new machines and taking on additional work from the other two plants in Holyoke and Sutton.

**Christopher Darling** (*Beechnut Nutrition*): Beechnut is still struggling with staffing the technical ranks. They are looking for engineers, technician and maintenance employees. Last week he was at Penn State, where he sits on an Advisory Board. They are also seeing decreased enrollments in their Technology Center and are struggling to get people into their technical programs. It seems to be an industry wide problem.

**Arthur Graulich** (*Argus Acres*): Art shared that the milk industry is doing better and that prices are up. They are itching to get into the fields for planting, but many are still very wet and muddy.

**Melissa Johnston** (*NYS DOL*): DOL has posted the position for the Cobleskill Labor Services Representative. She is optimistic that they will fill the position within the next couple of months. They did lose another staff in the Amsterdam Center. This staff person took a promotion to an outside agency. She has requested to fill that position and is hopeful that it will be about a month behind the Cobleskill position. She shared that the UI rate is very low.

**Kathleen Kilmartin** (*Community Health Center*): They have been trying a new recruitment strategy using billboards. They have one near Crosstown 890 on Route 7 in Schenectady, one on Route 30 going towards the lake and one will be going up on Route 30 in the Amsterdam area. They have already gotten a candidate from this recruiting effort.

**Mark Mincher** (*Operating Engineers, Local 158*): Mark shared that the old Beechnut in Canajoharie is being demolished and they have finished the abatement. When it went out for bid, they required a NYS Apprenticeship program. The bid came in \$1 million cheaper than the engineers estimate. Mark stated the workers had to have the Asbestos Abatement Certification. When he looked through the list of capable candidates many did not have the certification. He has one woman that was a first year apprentice. She went and took the classes, was certified and is doing a great job.

**Donna Pesta** (*SUNY Cobleskill*): Donna shared that commencement is next Saturday.

**Judy Petroski** (*ACCES/VR*): A new grant proposal for Pre-Employment Transition Services for Students with Disabilities was posted this week. The grant is to serve in-school individuals ages 14-21 who are potentially eligible for Vocational Rehabilitation services. Eligible applicants for these grants can be not-for-profit, community based, community rehab programs, independent living centers, higher education, public schools, BOCES, special schools etc. It is a 5-year project starting January 1, 2020 and ending December 31, 2024. Each district office will have 1 or 2 contracts (depending on the district office size). Satellite offices (including Johnstown) will also have a project. Each project will be funded up to \$300,000 per contract year. Judy said the project is to help youth learn new skills in understanding what the world of work is, employment opportunities, educational opportunities and how to self-advocate in order to become successful. They may or may not ever wind up working with ACCES/VR.

**Amy Rogers** (*Keymark Corporation*): Kasson and Keller is getting ramped up for their busy season with windows and doors now that the weather is getting nicer. They are constantly hiring. Amy attends job fairs at least once a week and offer their employee shuttle to those with transportation issues. . They are offering an employee enrichment program trying to give different incentives to current employees and also draw in some new people. They are hoping to implement an Apprenticeship program soon.

**Don Snoop** (*Midtel Cable TV*): Don stated that MidTel has been extremely busy. He also thanked Marty for stepping in for Scott in his absence.

**Jeannette Spaulding** (*Schoharie Co. Community Action Program, Inc.*): Jeannette was pleased to announce that they received an increase in funding for their DOL Displaced Homemaker program.

They are also going to be receiving a discretionary grant from Department of State for CSBG funding which will go towards technology capacity and services for youth.

- VII. Board Member Feedback?** The RSVP for the Annual Meeting on June 5th is included in the packet. Marty asked Board Members to complete the form and send it to Beverly. Gail shared the importance of a quorum for this meeting, since we have to vote on the Election of Officers for the upcoming year. She also shared that we do not schedule a presentation for this meeting. It is an opportunity for Board Members to spend time to getting to know each other and their businesses a little better.

Jim Law was unable to attend today's meeting. On behalf of Jim and Mohawk Cabinets, there is Cherry Jubilee ice cream available. Thanks Jim!

**VIII. Adjournment:**

Motion: Don Snoop Seconded by: Arthur Graulich  
Meeting Adjourned at 5:34 p.m.

***The Annual Meeting will be held on June 5<sup>th</sup>, 2019 at 4:30 p.m. at  
the Raindancer Restaurant on Route 30 Amsterdam.***