

CSS Workforce New York

Executive Committee Meeting Minutes

Date: 11/05/2020 (8:00am)

Location: Remote – Microsoft Teams

Attendees: Jack Wheeler, Tim Driscoll, Ernie Hartman, Michael Mishook, Judy McKinney-Cherry, Jim Griffin

CSS Staff:

Dan Porter, Phyllis Balliett, Melissa Johnson

Other Board Members Attending: Jeanne Eschbach

8:03 AM Meeting Called to Order

- Jack Wheeler called the meeting to order at 8:03 am.

- **Conflict of Interest Disclosure:**
 - None Disclosed

- **Meeting Minutes:** 10/01/2020 – Approved 10/22/2020 at Board of Directors Meeting.
Motion to approve 10/01/2020 Meeting Minutes
First – Jim Griffin Second – Ernie Hartman Unanimous approval

- **Board Chair:**
 - **September 2020 Budget** – Approved 10/22/2020 at Board of Directors Meeting.

 - **ETPL Updates: 1 Provider/1 Course presented**
 - CCC – RN Refresher
This is a new training – Training would fall under Level 3 Registered Nurses.
Cost is \$3,350. for 120 hours in training at Guthrie/Arnot Health
SUNY school

Dan is making a recommendation to approve training as presented:
Motion to approve ETPL as presented:
First – Tim Driscoll Second – Judy McKinney-Cherry Unanimous approval

 - **Demand Occupation List Strategy Conversation**
 - At the October 22, 2020 CSS Board meeting, the board made a motion to place a moratorium on approving future training for barbers, cosmetologist and hairdressers until the Executive Committee had the opportunity to review the demand occupation list to determine if CSS should continue to financially support training for these careers.
 - Since the October 22, 2020 board meeting requests have come in for this training however not moving process forward until an Executive Board decision is made and training schools are notified with the message.

- Board acknowledged this program is a demand occupation however will not be funded by WIOA funds at this time.
- In the future if pools of money, instead of adding to demand list create an addendum. For this funding stream as long as the funding stream last, we will invest in level 3 training. This way can create window or chunks of money.
- Committee agreed although requests won't be funded, there may be portions, i.e. supportive services, covered through other programs.

Motion to remove Cosmetology/Esthetics/Nail Technology/Barbering (ONET code 39-5012.00) from the CSS Demand Occupation List as presented:

Unanimous Approval

First – Judy Mckinney-Cherry Second Jim Griffin

○ **Business Services Report: Current PY20**

- Total OJT Contracts \$42,000.00
- Total CT Contracts \$81,823.59 *A good mix of trainings.
- Total Dollar (All contracts) \$123,823.59 since July 1, 2020
- Entering slow time for training until after the holidays.
- If we pay training, then we know the training has been successful.
- Measured 2 quarters after exit. (6 months, a year to see if still attached to the workforce.)

Motion to approve Business Services Report as presented:

First – Judy McKinney-Cherry Second - Jim Griffin Unanimous approval

Meeting Adjourned: 9:07 am Motion to adjourn

First – Jim Griffin Second – Tim Driscoll Unanimous approval

Next Scheduled Meeting: December 3rd, 2020 8:00 am