

## CSS WFNY O&O Meeting Minutes

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**Date:** April 2, 2025

**Time:** 1:30 pm

**Location:** 323 Owego Street, Montour Falls

**Facilitator:** Judy McKinney-Cherry

**Attendance:** Bill Caudill, Bruce Boughton, AJ Kircher, Jamie Johnson, Stacey Carollo, Judy McKinney-Cherry and JoAnn Fratarcangelo

**Staff & Guests:** Chris Sharman, Mel Johnson, Rae Ann Widmer-Mason, Kelly McGowan, Kelly Baney

**Absent:** All in attendance

**Call the meeting to order – 1:34 pm**

**Conflict of Interest Disclosure – No conflicts disclosed**

Meeting Approval

- Minutes from the last O&O meeting (02/05/2025) were approved at the last Board of Directors meeting (02/27/2025) with no actions required.

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## Youth Program Enrollment and Work Experiences (presented by: Kelly McGowan)

- In January, the program determined that 10 additional work experiences would need to be started by the first week of March 2025 to be completed during PY24 to meet the goals set. This goal was not met.
- Kelly McGowan reported 6 new enrollments in March for a total of 37 new youth enrollments year to date for PY24.
- There were 3 new works experiences in March. Active work experience includes placements at: SPCA, Osbourn Mechanical, Marion Decker Insurance Agency.
- There are 2 new participants scheduled to start work experience on Monday, April 7th—one via Head Start, another with the Chemung County Youth Bureau.
- Two youth participants have secured full-time employment.
- There were no Youth ITA's presented in March.
- In March there were 15 referrals received from seven different sources.
- A recent Ready Set Earn group was successful, and additional sessions are being planned.
- Enrollment Goals: There was discussion of the yearly goals for the Emerging Workforce team: 60 participants, Goal: 10 work experiences completed by program year-end.

- Challenges: Kelly McGowan reports there is difficulty finding employers able to provide sufficient work; ongoing efforts to network with HVAC and automotive businesses.
- The Emerging Workforce team will be participating in the upcoming Try Trades event along with the 2025 Regional Job Fair and attending in-school events.

Motion to approve the Emerging workforce report as presented

First: Jamie Johnson

Second: Bruce Boughton

Unanimous approval

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### TTAP Program (Presented by: RaeAnn Widmer-Mason)

- One new enrollment was reported in March.
  - Focus remains on connecting job-ready participants with employers.
  - Successful Ready Set Earn sessions continue to align with TTAP objectives.
  - Discussion on improving outreach materials and expanding training opportunities into other geographic areas.
  - Emphasis placed on supportive services to ensure success.
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### Operations and Workshops (presented by: Kelly Baney)

- Kelly Baney presented service data: January: 757 services, February: 497 services (noted decline). Decline is a typical trend due to February being a shorter month, which also includes a holiday.
  - Services include Career guidance, Training support, Partner workshops.
  - All career centers are operating on regular operating schedules with no limitations.
  - A variety of in-person and virtual workshops continue to be offered by the PTE program, DOL, and the Workplace Career Counselors. Attendance continues to be monitored. The April calendar was included with the meeting materials.
  - The Department of Civil Service & NYS Police will be offering a workshop at the Bath and Hornell Career Centers on April 15<sup>th</sup> and Montour Falls on April 16<sup>th</sup>.
  - Staff Trainings: The partner and staff will be attending De-escalation training, LawNY legal education sessions.
  - Job Fairs –
    - The 2025 Regional Job fair is scheduled for April 23<sup>rd</sup>, from 11-2 at the SUNY CCC Campus.
    - Arnot Health is holding a job fair on April 30<sup>th</sup>.
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## Quality Assurance and Performance Metrics (Presented by: RaeAnn Widmer-Mason)

- RaeAnn Widmer-Mason presented the WIOA Primary Indicators Performance Report for Quarter 2 (July 2024-December 2024)
  - Need to meet 80% of goal
  - Employment Rate Q2 Adult goal met at 116.7%, exceeding expectations.
  - Employment Rate Q2 Dislocated Worker goal met at 102.5%, exceeding expectations.
  - Employment, Education or Training Placement Rate goal met at 98.5%, exceeding expectations.
  - Credential Attainment (Youth) – 71.4%, under the expected goal of 80%. RaeAnn Widmer-Mason states that this number includes those in-school participants.
  - Adult Priority of Services (Oct. 23-Sept. 24) CSS Workforce NY is at 32.3%, need to be 50%, state goal is 75.0%.
  - Key metrics tracked: Employment rates, Credential attainment, Services to low-income and basic-skills-deficient participants.
  - Strategies to improve outcomes include Enhanced services in career centers, better data tracking for customized training.
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## Addressing Barriers for Hard-to-Serve Populations

- Judy McKinney-Cherry and Jamie Johnson emphasized the importance of outreach to the hardcore unemployed.
  - Discussion on the value of storytelling and capturing participant success stories.
  - Further discussion involved connecting with: Recovery agencies, Housing service providers.
  - Continued focus on tailoring strategies to meet the needs of underserved populations.
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## Action Items

- None
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## Adjournment 2:33 pm

Motion to adjourn the meeting

First: Bruce Boughton

Second: JoAnn Fratarcangelo

Unanimous approval

**Next Meeting:** June 4<sup>th</sup>, 2025, at 1:30

**Location:** 323 Owego Street, Montour Falls

*Respectfully Submitted: Melissa Johnson*