

Operations & Oversight Committee Meeting Minutes

Date: 11/7/18

Location: Bath

Attendees:

AJ Kircher- Capabilities, Executive Director
Bill Caudill – Steuben County Youth Bureau, Youth Programs Coordinator
Teresa 'Teri' Geisenhof – DOL, Manager
Jamie Johnson, Steuben County IDA, Executive Director

Staff

Dan Porter – CSS Workforce NY, Executive Director
Rae Ann Widmer-Mason – CSS Workforce NY, Quality Assurance

Agenda

- **2:35 pm - Call Meeting to Order**
- **Conflict of Interest Disclosure**
- **Youth program**
 - **Youth Program Update**
 - Amanda was out, asked Dan to share her report as deputy Director role is not yet filled
 - Group had generalized conversation around strategies around value of WE and how youth program may want to utilize. Group felt it was critical to business attraction in the area long term. Tabled action until Amanda returns next meeting.
 - Group felt it was important to re-establish connections to the Bath and Corning area youth populations.
 - Bill will work with Amanda to get the program in front of School Counselors.
 - General conversation around enrollments focusing on suitability for the program, should we be benchmarking ourselves against a similar area (such as the North Country) in deciding if we are serving "enough" youth? REDC is looking specifically at the 16-24 year old population as a target, youth program should be aware and aligning with that effort.
- **Individuals with Disabilities**
 - Group would like integration and planning with the ADAM group to occur at the staff level and keep the Committee informed as to progress or support needed.
- **Operations**
 - New Operator is fully staffed and running.

➤ **Career Center Stats**

- Data sets were shared with both table-style and graphic style Center data. These are draft as we try to target in on the preferred reporting style for the Committee. Group felt both would be beneficial to have available. Group asked for more employer-side data sets and charged staff with trying to develop better data accordingly.

➤ **MOA for Youth program**

- **8 MOAs were presented**
 - **Planned parenthood of the Southern Finger lakes**
 - **Northeast Carpenters Apprenticeship program**
 - **GST BOCES**
 - **Arbor Housing & development**
 - **YMCA of Steuben County**
 - **Small Business Development Center**
 - **Hornell Area Concern for Youth**
 - **Steuben County DSS**

Motion to move all 8 presented MOAs for execution.

Motion moved by Jamie Johnson, seconded by Bill Caudill. Unanimous.

Motion to adjourn.

Motion moved by Bill Caudill, seconded by Teri Geisenhof. Unanimous.