



**State Workforce Investment Board (SWIB)
Room 250, New York State Capitol
February 10, 2016
1:00 pm to 3:00 pm
Meeting Summary**

SWIB Members Present:

Plinio Ayala	Norb Fuest	Ed Murphy
Patrick Costello	Jessica Johnson (by video)	Chris Sansone
Vincent Cozzolino	Suzanne Kondra-DeFuria	Shelby Schneider
Richard Diodati (by video)	Allison Madison	Kimberly Townsend (by video)
Sergio Esteban	Joseph McDermott	Nancy Weber
Michael Fancher	Kathleen Miner (by video)	

Member Designees Present:

Lt. Governor Kathy Hochul for Governor Cuomo
Beth Berlin for MaryEllen Elia
Brian Daniels for Sheila Poole
Barbara Guinn for Samuel Roberts
Roberta Reardon for NYSDOL (Commissioner Designee)
Valerie Westphal for James Milliken
Jim Held for Howard Zemsky

1. Welcome and Introductions

- A. Chairman Vince Cozzolino welcomed members to the first quarterly meeting of 2016. He introduced Commissioner Designee from the New York State Department of Labor, Roberta Reardon. He asked that members participating in person and by videoconference introduce themselves.
- B. Chairman Vince Cozzolino introduced newly appointed commissioners MaryEllen Elia from the New York State Education Department and Samuel Roberts from the Office of Temporary and Disability Assistance.
- C. Chairman Vince Cozzolino made a point of order recognizing that a quorum was present and proceeded with the meeting.
 - i. Chairman Cozzolino asked for a motion to approve the May 19, 2015 meeting summary. A motion to approve was made and seconded. There was no opposition and the motion carried.



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- D. Chairman Vince Cozzolino discussed the various reasons the SWIB has not met since May 2015, but recognized that the subcommittees to the Board have met in the interim and worked to progress workforce development. In addition, the focus of the Board over the last several months was the New York State Combined Plan.

2. Current Business

A. Kathleen Hochul, Lieutenant Governor – Governor Cuomo’s State of the State and Executive Budget Summary.

Lt. Governor Hochul presented and discussed the PowerPoint from the Governor’s State of the State address and Executive Budget for 2016. Key points included *(for the full presentation, see meeting materials on the SWIB website)*:

- i. New York is the global capital for finance, innovation, and tourism, but high property and corporate income taxes drove people away from the state. Governor Cuomo’s administration has been able to cap property tax and limit government spending to 1.4%.
- ii. New York City was the sole focus of several previous administrations and cities like Albany, Syracuse, Rochester, and Buffalo suffered because of it. With the successes of the Regional Economic Development Councils, upstate has become a priority again.
- iii. Priorities include the creation of a clean energy economy, revitalization of downtowns across the state, implementation of the proposed \$15/hour minimum wage, the overhaul of Penn Station and updates to several other transportation hubs, and supplying internet access to the entire state by the end of 2018.

B. Karen Coleman, Deputy Commissioner, Workforce Development, NYSDOL – Workforce News and Grant Updates.

Deputy Commissioner Karen Coleman presented an update on the NY Business Express portal, key workforce development initiatives from the 2016 State of the State, the National Convening of Workforce Leadership, and the Reemployment Services and Eligibility Assessment (RESEA) program. Key points included *(for the full presentation, see meeting materials on the SWIB website)*:

- i. The NY Business Express portal will be a tool for all business functions in New York. Business members on the SWIB will be asked to volunteer to be part of a focus group, testing the portal for ease of use and functionality.
- ii. The State of the State mentioned several key workforce development initiatives including the Middle-Skill Jobs Gap Training Fund, Urban Youth



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Jobs Program, extension of the Unemployment Strikeforce to Western New York (Buffalo, Lackawanna, and Niagara Falls), multiple apprenticeship opportunities, and Career Center re-branding.

- iii. The National Convening of Workforce Leadership took place in Washington, DC in late January. Approximately 600-700 participants discussed the opportunities and challenges of implementing the Workforce Innovation and Opportunity Act (WIOA). New York will look to create a similar process at the regional level to discuss the implementation of WIOA.
- iv. The Reemployment Services and Eligibility Assessment (RESEA) Program is the new name for the Reemployment Eligibility Assessment (REA) Program. REA primarily served those customers who were job search ready. New York applied for a \$26 million grant under RESEA, which will serve those customers who are hardest to serve and most likely to exhaust their Unemployment Insurance benefits.

C. Kevin Smith, Deputy Commissioner, Adult Career and Continuing Education Services, NYSED – Workforce News and Grant Updates. Deputy Commissioner Karen Coleman turned the floor over to Deputy Commissioner Kevin Smith to provide an update on ACCES-VR and Adult Education and Literacy initiatives. Key points included *(for the full presentation, see meeting materials on the SWIB website)*:

- i. Because of WIOA, NYSDOL, NYSED, and the Office of Children and Family Services are working closely together to provide support and services to all job seekers in the state. In Long Island's Oyster Bay Career Center, four new committees are convening to provide employment support to individuals with disabilities to assist them in gaining the skills, knowledge, and abilities to obtain and keep employment. NYC at Work is a partnership between ACCES-VR and community development to provide assistance to youth with disabilities, and cross referrals will be made to all core program partners under WIOA, ensuring youth are provided the most appropriate services. In Dutchess County, a representative of ACCES-VR's marketing team was asked to provide disability etiquette training, furthering the interagency partnership.
- ii. Under WIOA Title II, Adult Education and Literacy, greater emphasis is placed on career pathways and bridge to college programs. The first Career Pathways Institute will be held March 9-10 to train 35 master teachers who will train a total of 5,000 adult education teachers and program directors across the state on compliance under WIOA. In 2016-2017, 6-8 career pathways toolkits will be rolled out to develop and adapt high school equivalency curricula supporting career pathways and industry clusters of



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healthcare, food service, and retail. NYSED has also requested \$10 million for a bridge program to prepare out-of-school youth and adults to quickly prepare for careers by obtaining a high school equivalency and critical basic skills.

D. Barbara Guinn, Director of Employment and Advancement Services, Office of Temporary and Disability Assistance – Workforce News and Grant Updates.

Barbara Guinn provided information on agency initiatives related to workforce development. Key points included (*for the full presentation, see meeting materials on the SWIB website*):

- i. The Governor's Executive Budget includes \$31 million for the Summer Youth Employment Program. The program provides low income youth an opportunity to develop interests in potential careers, keep busy during the summer, and prioritize education as a way to get them where they want to be in the future. Each program will also have a financial literacy component this year as it is often the first time these youth will gain a paycheck and they need to understand savings and budgeting. As part of the program, OTDA is providing outreach to those youth who are typically underserved including those with disabilities and those in foster care.
- ii. The Wheels for Work RFP was recently released. This program is specific to the Mohawk Valley, and works to address transportation as a barrier to employment. Under this program, people may access cars or car repairs, with the main focus being to provide parents an opportunity to access a car through a low or no interest car loan. Applications are due April 8, 2016.
- iii. A second recently released RFP is for Supplemental Nutrition Assistance Program (SNAP) Outreach. The goal of this program is to provide targeted outreach to households who are not yet registered for SNAP benefits. The outreach will be provided to low income workers and particularly the unemployed, as well as underserved populations including the elderly and immigrants. Proposals for this program are due April 15, 2016.
- iv. OTDA continues to work with the Anti-Poverty Initiative, and in particular the Rochester group as it begins to create its' local area plan, to determine how multiple state and federal agencies can work together to increase job opportunities and streamline programs.

E. Ed Murphy – “Working Stories” and Women at Work calendar. Chairman Cozzolino introduced SWIB member and Executive Director of the Workforce Development Institute, Ed Murphy, to discuss a recently published book and a calendar produced by the Workforce Development Institute.



- i. “Working Stories” is a compilation of essays written by workforce development professionals reflecting on the work they do and those who influenced them. The book was given out to anyone at the SWIB meeting who was interested.
- ii. Each year, WDI produces a Women at Work calendar and each month of the calendar features a woman from a union. Ed Murphy reiterated that work needs to continue to ensure there is a focus on women in the workplace and what their needs are.

F. Subcommittee Updates- Subcommittee Chairs. Each Subcommittee Chair provided a brief status update on the committee’s progress towards current goals. Key points included *(for the full presentation, see meeting materials on the SWIB website)*:

- i. **Aligning Workforce Programs:**
 - a. Chair Sergio Esteban provided an update. The briefing began with a reminder that the goal of the subcommittee is to foster cooperation between the various government agencies and determine how they can work together most efficiently.
 - b. One of the projects the subcommittee worked on, and continues to work on, is the review of WIOA regulations and the new requirement of TANF as a mandatory partner. The subcommittee feels cross-training of staff within the partnership must take place. Review of the regulations will be an on-going project for Aligning Workforce Programs.
 - c. A workforce programs inventory was created to provide a list of each partner agency’s workforce programs in one place. The list is not yet complete, but will continue to be updated in the coming months as additional agencies such as OTDA, SUNY, and CUNY are added.
 - d. Currently there are six different case management systems in the State. The goal is to have one integrated data system and a workgroup has been formed among the partners to address this issue.
 - e. The Combined State Plan was created by the core program partners and includes the Trade Act. The interagency workgroup is responsible for providing responses to all comments received during the comment period and intends to submit the Plan to USDOL by March 3, 2016, a full month prior to the new due date of April 1, 2016. Sergio introduced Vicki Gray, who spoke on several comments received to the Combined Plan.



- ii. Education & Credentials
 - a. Chair Tony Baird could not attend so subcommittee member Allison Madison provided an update. Discussion surrounded middle-skill jobs preparation, with the focus on indentifying middle-skill occupations and promoting them to job seekers, creation of career pathways with concrete programs of study, and promoting early career exploration between students and their parents.
 - b. The needs of non-traditional workers are being considered by the subcommittee. Stackable credentials are an opportunity for exploration by the group, as is the creation of a credential inventory.
 - c. Next steps for the group include examination of the Sector Partnership NEG as a path for career development, reviewing alternate skill assessment measures, incorporating soft skills and work readiness training into career pathways and training programs, and working with the Adult Education and Literacy office of NYSED to explore NY-BEST and bridge program pilots.

- iii. Outcomes & Metrics
 - a. Chair Chris Sansone provided an update. The committee reviewed WIOA performance indicators/common measures and feel they can use this as a push for a common data integration system.
 - b. The group will focus on assisting and negotiating the primary indicators with USDOL, and feel progress can be made on the Business Service indicator. Since a definition is not provided for this indicator, states are able to develop their own. The subcommittee feels strongly that the customer should be business.
 - c. As system integration improves, the subcommittee will work to develop a small set of short term indicators to improve service to participants across all titles. Development of these indicators will begin but implementation will be a long-term goal.

- iv. Communications & Improving Regional Planning
 - a. Chair Nancy Weber provided an update. An updated Career Center map was provided to the SWIB to ensure they are



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- aware of the locations of each office. The map will be passed off to the Aligning Workforce Programs subcommittee so locations for ACCES-VR and New York State Commissioner for the Blind (NYSCB) offices can also be added in the near future.
- b. Members continually express difficulty with using SharePoint. Melissa De Andres was available to assist to allow for improved SWIB member engagement on the site. A monthly report will be developed and posted to SharePoint, highlighting subcommittee progress, important policy releases, and upcoming events. The first report will be posted in March.
 - c. A workforce organization inventory was created as members previously indicated they were not aware of many of the organizations across the state involved in workforce development. Like the workforce programs inventory, this will be a work in progress and organizations will continue to be added.
 - d. Release of the REDC Guidebook for 2016 is coming soon. Workforce planning is critical to the success of workforce development and the subcommittee feels workforce planning should be central to the projects supported by the State's economic development efforts.
- v. Significant Industries
- a. Chair Shelby Schneider provided an update. As the focus of WIOA is on a demand driven system, the subcommittee needs to work to locate this demand and support the other four subcommittees to address skills gaps, develop credentials in industries targeted by regional economies, disseminate critical labor market information, and assess how the workforce system is performing in meeting business needs.
 - b. The Brewers Wanted training program is a public-private-educational partnership between three breweries, the local workforce development board, and Schenectady Community College to train people interested in becoming craft brewers. The goal is to further develop this program to become a two year Associates Degree program and to replicate this program in other industries around the state and country.

Closing/Adjournment

A motion was made to adjourn the meeting. The motion was seconded and all members voted in favor. The meeting was adjourned at 3:10pm.