

**MINUTES OF THE QUARTERLY MEETING**

**OF THE**

**YONKERS WORKFORCE DEVELOPMENT BOARD**

**Held on June 9, 2021**

Virtual GoToMeeting

**Board Members Present: Board Members Excused: WDB Staff Present:**

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| William Mascetta  Anthony Ascencao  Laurel Birkett  Sara Brody  Don Brown  Nicholas D’Angelo  Frank DeSantis  Taryn Duffy  Churchill Egone  Ramona Fuentes  Gina Gaines  Charlie Knight  Kris Komorowski  Bonnie Reyna  Felderi Santiago  Atul Sheffey  Masha Turchinsky  Camille Valentine | Lamont Badru  Rev. Dr Carl Bruce  Mark Corpas  Donald Quadrino  Amir Rabadi  Ramon Rodriguez | Sean McGrail, Executive Director  George Varkey, Fiscal Office  Chanele Harris, Executive Assistant  **Career Center Staff:**  Carol Holman, Career Center Manager  Linda Patterson, Youth Services |

1. **Welcome – Introductions/Roll Call**

Mr. Mascetta called the meeting to order at 10:20a.m. Mr. Mascetta opened the floor for introductions.

1. **Acceptance of Minutes**

The June 9, 2021 Board meeting minutes were emailed in advance to Board members.

Mr. Mascetta announced a motion to accept the March 17, 2021 meeting minutes with the following changes from Mr. Sheffey: “NYSDOL Career Center staff are continued to be assigned Lower Tier UI cases from Albany to work on daily”. Mr. Komorowski made a motion to accept the March 17, 2021 meeting minutes including Mr. Sheffey’s changes. The motion was seconded by Mr. D’Angelo and was then unanimously approved as submitted.

1. **Voting Items**

**Budget**

Mr. Mascetta announced a motion to accept the Proposed Budget for FY22 and PY21. Ms. Duffy made a motion to accept the Proposed Budget for FY22 and PY21. The motion was seconded by Ms. Turchinsky and was then unanimously approved as submitted.

**Local Plan**

Mr. Mascetta announced a motion to accept the Local Plan as presented. Ms. Turchinsky made a motion to accept the Local Plan as presented. The motion was seconded by Mr. Brown and was then unanimously approved as submitted.

1. **Workforce Development Update**

**Executive Director, Mr. Sean McGrail**

Mr. McGrail discussed the current unemployment rate for Yonkers is 7.1% totaling 6,800 residents unemployed. In April 2020, Yonkers unemployment rate was 20.6% 19,000 resident’s unemployed.

There were no responses to the One Stop Operator RFP. A request sent to New York State Department of Labor (NYSDOL) for approval to become the sole source One Stop Operator. As in previous years, Carol Holman, the One Stop Manager, was approved as the One Stop Operator.

The Yonkers Workforce Development Board Re-certification documents are awaiting New York State Department of Labor’s approval. The Yonkers Workforce Development Board is complying with the Board structure.

The Memorandum of Understanding (MOU) is awaiting New York State Department of Labor’s approval. The Memorandum of Understanding is comprised of mandated partners based on WIOA guidelines. Partners of the MOU work to provide a streamline service which include referrals to customers affiliated with MOU partners.

Mr. McGrail discussed mandates and guidelines of the 2021-2025 Local Plan. The planning guidelines are based on the Governors requirements, liabilities, and local approvals to assure the public receives the mandated services.

1. **Fiscal Update**

**Fiscal Officer, George Varkey**

Mr. Varkey discussed the Budget to Actual that ended on May 31, 2021 we have some obligations that have not been meet such as OJT’s, ITA’s and youth Contract that have to be paid. Mr. Varkey discussed new WIOA money. Mr. Varkey discussed the draw down process and program year allowable expenses based on NYSDOL guidelines. Mr. Varkey discussed the Proposed Budget.

1. **Career Center Update**

**Career Center Manager, Carol Holman**

Ms. Holman discussed the 141 services provided to customers, which include virtual counseling, one on one coaching, referrals and resume review. There are 85 Individual Training Applicants (ITA) enrolled. Metrix has 869 current enrollees in partner with New York State Department of Labor’s virtual program Coursera.

The new Youth Contracts with Greyston and WestCOP are being signed today. Greyston and WestCOP have extended contracts. The previous Workforce staff are no longer with Greyston. Greyston has a new administration. The new Greyston administration has new ideas and great training they plan to provide. The new administration will finish out the current contract and move forward with the new contract.

**Mr. Mascetta:** What prompted the staff change? Are you at a level of comfort with the staff indoctrinated sufficiently with meeting the metric of the contract?

**Ms. Holman:** Yes, we have meet with them. They have very qualified individuals. Individuals that have worked for over 20 years with the American One Stop Operating System (AOSOS) and are completely aware of the Workforce Innovation and Opportunity Act (WIOA). Dr. Penny, the new Vice President, worked with Workforce Development and Rockland Community College creating curriculum and working aside with One Stop Centers. Linda has provided training to Greyston. We provided them with the Youth Services Policy, the Youth RFP with Contract and all of the referral guidance documentation. I am confident based on their credentials, experience and their enthusiasm that they will be able to do a good job. We will be monitoring and assisting them along the way.

1. **Business Service Update**

**Business Service Liaison, Lillian Morales**

Ms. Morales discussed the obligation of $397,000 in OJT for Dislocated Workers and Adults for PY2020, which is a 35% increase over 2019. There was an increase of 65% obligated in OJT funding over 2018 – 2019. We also added new employers to the network and complete OJT’s with the new employers. New York State Department of Labor collaborated with Career Centers in the Hudson Valley to conduct Virtual Job Fairs. Virtual Job Fair information was made public.

1. **Operations and Programs Report**

**Youth Services Coordinator - Linda Patterson**

Ms. Patterson discussed the closing of the Year Round Youth Program on June 30, 2021. Greyston and WestCOP have meet their 40 contracted youth numbers for the year. They are working very hard on closing out and placing youth. Currently there are 32 youth employed, 67 youth received occupational skills and 36 youth are in work experience programs. Before the end of the year, we are looking to have more youth placed in employment. Subcontractors had a hard time recruiting youth due to COVID. Starting July 1, 2021, the subcontractors will begin their year follow-up with the youth.

Mr. Mascetta announced motion to adjourn meeting. Ms. Brody made a motion to adjourn. Mr. D’Angelo made second motion to adjourn.

Meeting adjourned at 11:15 AM.