

**ULSTER COUNTY
WORKFORCE INVESTMENT BOARD
MINUTES
JUNE 18, 2010**

MEMBERS PRESENT

James Bracco	Dr. Leslie Ford	Howard Korn	Chris McKeever	Barbara Sorkin
Frank Falatyn	March Gallagher	Jon Levin	Todd Ravinett	
William Flynn	Robert Hirsch	Lance Matteson	James Rhein	

MEMBERS EXCUSED

Ozzie Beichert	Tammy Gillon	Donald Lucarello	Christopher Marx	Rob Normann
Gary Bischoff	Norman Kestin	Dorothy Marable	Joyce Minard	Bruce Solomkin
				Elaine Trott

MEMBERS ABSENT

Michael Berg	Terry Breitenstein	David Dittman	Heidi Rosborough
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ALSO PRESENT

Nancy E.K. Schaef, WIB Director
Cynthia Baran, OET Deputy Director
Liz Hayter, Ulster BOCES, Assistant Director for Adult Education
Nancy Bell, NYS DOL, Field Monitor
Janet Rigaux, OET Coordinator
Lisa Pasdilla-Gil, NYS Local Veteran's Rep
Marcia Lima, OET

Call to Order: The meeting was called to order at 8:10 am by Chair, Todd Ravinett.

Since attendance of Board membership did not reach a quorum for this meeting, no voting occurred.

Motions for a vote will take place at the September 2010 meeting.

Financial Report: Cynthia Baran, OET Deputy Director presented the fiscal monthly report for April 2010. Cindy pointed out that the graphs show that we have spent the required 75% of our expenditure rates for both formula and stimulus. The funding for the Summer Youth Employment Program (SYEP) is expected to be less

than half of TANF funds from last year, about \$100,000. The staff has started SYEP build up efforts with visits to the worksites beginning in May. Six hundred fifty (650) applications have been distributed to last year's participating youth, to high schools, town clerks, guidance counselors, youth serving agencies and worksites.

Introduction: Nancy Schaeff introduced Lisa Padilla-Gil to the Board. Lisa is the Local Veteran Employee Representative (LVER) and Labor Service Rep. from the NYS Department of Labor at the OneStop Center. Lisa is a US Navy veteran. Lisa will be the Business Service Rep for our OneStop. Lisa will contact businesses to inform them of the OneStop services to assist them with hiring, tax credits training subsidies and human resources assistance.

COMMITTEE REPORTS

Marketing Committee: March Gallagher informed the Board that the committee is having the OneStop web site updated by a firm, pro-bono which hopefully will be completed in about 8 weeks. Nancy Schaeff thanked March for bringing this very talented and skilled team to the OneStop to work on the website. The committee also has focused efforts on the distribution of materials to Ulster County Libraries. A budget has been considered for signage and newspaper advertising for PY 2010.

Strategic Planning Committee: Todd Ravinett reported that the committee focused on the transportation issues facing job seekers living in the Ellenville area. School bus transportation providers and private schools will be approached for assistance to deal with this issue.

Lance Matteson attended the Economic Development Conference in Cooperstown the end of May, sponsored by the NYS Environment Council. At that meeting it was noted by site selectors in one of their surveys said that their customers and potential clients indicate Workforce Development is the number one issue. This reinforces the importance of what the WIB is doing. Lance complimented the Board's efforts that will create a new website that will assist with meeting business needs.

Membership & Orientation Committee: Bob Hirsch reported that the re-appointments and new appointments to the board are at the County Executive's Office for review. There are two openings remaining on the Board, one for a Community Based Organization representative and one private sector business representative. If anyone has any suggestions please contact Bob or Nancy. The committee will meet on July 8, 2010 to make arrangements for a new member orientation.

Youth Council: Janet Rigaux reported the Youth Council has participated in three successful Youth Job Fairs this spring. The Kingston Job Fair held at the Business Resource Center serviced 72 youth who participated in a work readiness program prior to the Job Fair. The Saugerties Job Fair held at Saugerties High School had thirty six participating youth and the Highland Job Fair held at the Highland High School drew over 250 youth from surrounding high schools. Each Fair had approximately twenty employers. The Youth Council is expecting to expand to other areas in the County especially the Ellenville area. Janet will follow up to see how many youth were hired from the job fairs and report back to the Board.

POLICY STATEMENTS:

Since there is not a quorum, Nancy Schaefer asked the Board to review two policies approved by the Executive Committee on June 11, 2010 and which require a vote by the full Board. 1. Priority of Service Policy 2. On-The-Job Training Policy (see attachments)

The meeting was adjourned at 8.55 am by a unanimous vote.

NEXT MEETING
ULSTER COUNTY
WORKFORCE DEVELOPMENT BOARD
Friday, September 24, 2010
8:00 am - BRC

**ULSTER COUNTY
WORKFORCE INVESTMENT BOARD
651 DEVELOPMENT COURT
KINGSTON, NY 12401
CONTACT: NANCY E.K. SCHAEF
PHONE: 845-340-3168**

PRIORITY OF SERVICE POLICY

In compliance with federal regulations and statutes, the Ulster County Workforce Investment Board hereby adopts the following Priority of Service Policy:

When collectively comparing individuals who otherwise meet the eligibility and suitability requirements for participation in Recovery Act funded - and non-Recovery Act WIA-funded- funded employment and training activities, the priority of service to receive intensive and training services is for:

1. public assistance and low-income veterans (or eligible spouses of veterans);
2. non- veteran public assistance and low-income adults;
3. veterans (or eligible spouses of veterans) who are not low-income or receiving public assistance;
4. adults who are non-veterans who are not low-income or receiving public assistance.

The parameters used to determine "low income status" will comply with WIA Section 101(25)*

The definitions of veterans and eligible spouses of veterans will comply with those given in WDS TA #09-14, Attachment A.

The definition of non-veterans who are not low-income or receiving public assistance is defined as follows: An income eligibility guideline is applied to adults who are non-veteran who are not low-income or receiving public assistance. For individuals who fall into that category, income eligibility will be based on family size and gross family income for the six months prior to application. Six month gross family income must be less than or equal to 200% of the Poverty Level Guidelines relative to family size.

Additionally, it is the policy of the Ulster County Workforce Investment Board to ensure veterans and eligible spouses of veterans are made aware of their entitlement to priority of service; the full array of employment, training, and placement services available under priority of service; and all applicable eligibility requirements for those programs and/or services.

* WIA Section 101(25) Low-income individual.--The term "low-income individual" means an individual who--

(A) receives, or is a member of a family that receives, cash payments under a Federal, State, or local income-based public assistance program;

(B) received an income, or is a member of a family that received a total family income, for the 6-month period prior to application for the program involved (exclusive of unemployment compensation, child support payments, payments described in subparagraph (A), and old-age and survivors insurance benefits received under section 202 of the Social Security Act (42 U.S.C. 402)) that, in relation to family size, does not exceed the higher of--

- (i) the poverty line, for an equivalent period; or
- (ii) 70 percent of the lower living standard income

level, for an equivalent period;

(C) is a member of a household that receives (or has been determined within the 6-month period prior to application for

the program involved to be eligible to receive) food stamps pursuant to the Food Stamp Act of 1977 (7 U.S.C. 2011 et seq.);

(D) qualifies as a homeless individual, as defined in subsections (a) and (c) of section 103 of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11302);

(E) is a foster child on behalf of whom State or local government payments are made; or

(F) in cases permitted by regulations promulgated by the Secretary of Labor, is an individual with a disability whose own income meets the requirements of a program described in subparagraph (A) or of subparagraph (B), but who is a member of a family whose income does not meet such requirements.

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On-The-Job Training

The Ulster County Office of Employment and Training under the direction of the Ulster County Workforce Investment Board operates a federally subsidized On-The-Job Training Program that reimburses up to 50% of gross wages for newly hired WIA-eligible workers during their training period.

- The customer must reside in or the business job site be located in Ulster County.
- Total compensation for the job must be at least \$12.00/hr, inclusive of benefits package.
- Training time can vary depending on the trainee's former experience, skills, and the employers needs. Provided the Specific Vocational Preparation (SVP) level is at least 8 weeks, training times can vary from 4 weeks to 26 weeks. \$2,500 maximum reimbursement per trainee.
- During any one Board Year**, businesses with 8 or more employees are allowed to contract up to 25% of their workforce. Businesses with less than 8 employees are limited to 2 contracts during any Board Year. No business may receive more than \$10,000.00 in OJT reimbursements during any one Board Year without prior review by the Board.
- Employer must offer full-time, year-round employment (minimum 30 hours per week and no more than 8 weeks of layoff per year).
- Prior to any OJT contract being awarded, a pre-award survey will be conducted of the employer to include, but not be limited to, a review of any OJT contracts the employer may have had in the past, the determination that the employer carries general liability, worker compensation and disability insurance and is willing to name County of Ulster as additional insured, and that the employer has not been found in violation of NYS labor laws.
- OJT contracts will not be entered into with employers who have previously exhibited a pattern of failing to provide OJT participants with continued long-term employment with wages, benefits and working conditions that are equal to regular employees who have worked a similar length of time and are doing the same type of work.
- The Priority of Service policy targeting service for veterans, eligible spouses of veterans, public assistance and low income individuals, and non-veteran/non-low income/non-public assistance customers shall be applied to the On-The Job Training program.

** Board year is July 1 – June 30

JUSTIFICATION FOR ALL FORMS OF TRAINING MUST BE CLEARLY DOCUMENTED IN THE CUSTOMER'S INDIVIDUAL SERVICE STRATEGY.