Call to Order:
Wilber Allen welcomed everyone at 8:58 A.M.

Consent Agenda:
Executive Committee Meeting minutes from October 21, 2015
Financial Report for September 2015

Approval of business from June, 2015 meeting-Officers and name change from Workforce Investment Board to Workforce Development Board

Review of Board training and actions:
There was training on October 21, 2015 at the Radisson with Greg Newton, this training is part of the transition from WIA to Workforce Innovation & Opportunity Act (WIOA), the feedback from those who attended was good, and they identified 4 Ad hoc Committees that will set up actions for the board to do over the next couple of years as we transition to WIOA:

Career Pathways & Employer engagement:
This is a big part of WIOA because it requires employer engagement.
- Industry Sectors- Healthcare & Manufacturing
- Committee Members- Board with Secondary and Post-Secondary Education Programs
- Demand driven skills for jobs

There will be two particular sectors: Healthcare and Advanced Manufacturing, in which manufacturing will take in Nano Technology. Alice also sent with meeting info a Career Pathways complete report to Stakeholders done by Chemung, Delaware and Otsego County and Syracuse University in 2006, this report dealt with the Healthcare industry. The industry has changed some focusing more on PCA’s, HHA’s and less on LPN’s which was the focus back then. Oswego County had done it at the same time with the same funding that we did healthcare, they did manufacturing, and they have a similar plan that we can use to begin the conversation with manufacturers about how this career pathway changed since 2006 because there are a lot more technology skills that people need when entering the field. Technology has taken more of a role in
Manufacturing. These are great places for the committees to start to show how it has changed. Also, we will have to engage with healthcare experts, representatives from nursing homes and adult care facilities because it’s one of a few of the growing fields in the area and it will require a lot of employer engagements. We can get together and clearly define what we are looking for and it will show individuals who are looking for employment how they can enter and exit the healthcare industry, what skills are needed, what to expect for pay in this area and the employment prospects and this includes dieticians, maintenance personnel in the hospital and once you get in what skills are needed to get to the next step, these are the things that need to be identified. This is one committee we need and to ask other people from other areas who are not on the Board, because it has been minimized we need to count on volunteers that will work with us on specific projects and this would be one project that would take 3-4 meetings to complete. This will be available to the entire community but the value of it should be to a high school student considering where they want to go after high school or the technical education that they want to get while still in school, also available to individual’s with an associate’s degree.

Partner Committee: Board Leadership Opportunity

- Committee members

Youth & Emerging Worker Committee: Kathleen Rinaldo (Chair) Judy Petroski (Co-Chair)

- Population Sectors: Youth & Individuals with disabilities
- Committee Members

System mapping with brick sites, clicks and partner services:
Bricks: At least one Comprehensive One-Stop Center serving job seekers, employers and Program Partners
Clicks: Direct links through Technology...Service Delivery...More than just a promotional Web Page
Connect: Meaningful referrals with potential co-enrollment no matter where you enter the system

- Committee members

Youth Policies: Follow up and Local Definition
Youth Policies were discussed because they need to be on place for monitoring; also, the age group was changed.
Center Reports:

**Terry Humphries (Rome):**
Down to 1600 unemployment customers
Lots of training in Oneida County
Rome is working on Staff Works coming in 2 days a week with Job Listings
More high level jobs

**Karin Piseck (Herkimer):**
Staffworks wants to rent space at Herkimer Working Solutions.
Remodeling is being done at the Herkimer Working Solutions site.
Workforce Development Institute paid for software for computer labs.
Herkimer Working Solutions is offering free Computer classes:
3 Week training: 1 Week-Keyboarding
  1 Week- Microsoft Word
  1 Week- Excel

**Madison County:**
Madison County Working Solutions is moving to the Wampsville Department of Social Services this week.

**Other Business:**
Marketing-Newsletter, website

New Apprenticeship Grant: 3 million dollars, 5 years Grant which started on September 15, 2015, Discussion for positions, job duties and education

*There being no further business, the meeting was adjourned at 9:44 A.M.....W. Allen/G. Scalzo*

Next full Board Meeting- ?????