

**Workforce Development Board HMO Meeting**  
**May 11, 2018**  
**Raspberries, Utica NY**  
**8:30 A.M – 9:30 A.M.**

**Committee Members Present:**

Pat Costello, Kathleen Rinaldo, Allene Monaghan, Franca Armstrong, Amy Turner, Emily Tracy, Cheryl Blask, Karin Piseck, Cheryl Zumbo, Roxanne Mutchler, Robert Brenchley, Terry Humphries, Phil Martini, Dawn Roller, Wilber Allen, Barbara Schram

**Call to Order:**

Wilber Allen welcomed everyone at 8:34 A.M.

**Consent Agenda.....Approved.....M/S....A. turner/ K. Rinaldo**

Financial report January 16, 2017

Minutes November 16, 2017

**Presentation: Roxanne Mutchler:**

The Small Business Development Center (SBDC), administered by the State University of New York, is a comprehensive program that provides management and technical assistance to start-up and existing small business firms in New York State. The SBDC specializes in providing one-to-one counseling on business problems, and offers educational programs targeted to the needs and interests of small business owners through direct counseling, the SBDC offers a range of management and technical services which include the following areas:

- Small Business Start-up Assistance
- Business Plan Development
- Financial Projections
- Organization Planning
- Accounting and Finance
- Sources of Financing
- Marketing
- **Government Contracting**
- Women & Minority Businesses
- A library of business-related publications
- Becoming an employer
- **In-person and online training, webinars, and workshops (PDF)**

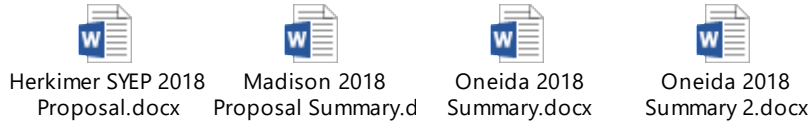
The statewide network also has specialists in areas such as:

- Agri-business
- Cybersecurity
- International business, including import & export
- Government contracting & procurement, including certifications for minority-, women-, and veteran-owned businesses
- Social enterprises
- Technology & innovation, including SBIR/STTR programs for small business

If you would like more information Call SBDC: 315-792-7500

**Summer Youth Programs 2018.....Approved**

**Herkimer County- 135 Youth.....Approved.....A. Turner/F. Armstrong  
Madison County- 100 Youth.....Approved.....B. Brenchley/A. Turner..... (K.Rinaldo Abstained)  
Oneida County- 400+ Youth.....Approved.....P. Costello/K. Rinaldo..... (A. Turner and F. Armstrong Abstained)**



**Presentation of Youth Program- Weatherization:**

**Mohawk Valley Community Action Agency has partnered with the Workforce Development Board to provide an apprentice program (Facilities Maintenance and Home Weatherization) to older youth (ages 18-24) that meet the eligibility qualifications under the WIOA Act. The goal is to successfully enroll and train older youth in WIOA Youth services, providing up to 200 hours in a paid work experience and education program. They will earn a program completion certificate and complete a professional resume to assist them in becoming more marketable in obtaining employment, training sessions take place over a two month time frame, and will work up to 200 hours at \$10.40 per hour. The youth will have the opportunity to obtain OJT training in working with crews learning job skills according to OSHA workplace Safety regulations. For more information please contact Mohawk Valley Community Action Agency 315-624-9930.**

**Election of Officers.....Approved.....F. Armstrong/P. Costello**

<b>Beth Bowers- Chair</b>	<b>Representatives to the Board:</b>
<b>Mike Choquette- Vice Chair</b>	<b>Gary Scalzo</b>
<b>Amy Turner- Treasurer</b>	<b>Wilber Allen</b>
<b>Barb Schram- Secretary</b>	<b>Kathleen Rinaldo</b>

**New Business:**

**Financial Audit & 990 Filing is available online@ [www.Working-solutions.org/Audit-1](http://www.Working-solutions.org/Audit-1) there were no findings in the audit. If you have any questions please contact Alice Savino 315-793-6037**

**Demand occupations in HMO- Brian Acton, Associate Economist of the NYSDOL sent a demand occupations list. He used the Long-term 2014-2004 occupational projections for the Mohawk Valley for the reference data. (Please refer to handout)**

***There being no further business the meeting was adjourned at 9:45 A.M.  
Next meeting will be September 7, 2018 at 8:30 AM@ Raspberries Cafe***