

**Workforce Development Board HMO Meeting  
November 29, 2018  
Raspberries, Utica NY  
8:30 A.M – 9:30 A.M.**

**Committee Members Present:**

**Wilber Allen, Robert Brenchley, Beth Bowers, Amy Turner, Kelly Walters, Tom Riechel, Scott Ingmire, Mike Fitzgerald, Cheryl Blask, Judy Petroski, Karin Piseck, Cheryl umbo, David Goodness, Dawn Roller, Emily Tracy, Samantha Diriso, Barbara Schram, David Mathis, Kathleen Rinaldo, Phil Martini, Terry Humphries, Shawna Papale**

**Call to Order:**

**Beth Bowers welcomed everyone at 8:31 A.M.**

**Consent Agenda**

**Financial report October 31, 2018.....Approved.....M/S....W. Allen/K. Rinaldo**

**Minutes: July 13, 2018 Approved.....M/S.....A. Turner/K. Rinaldo**

***The Audit will be done in the month of December, Audit report will be available in February 2019.***

**Merging Emerging Worker & Partner Committee.....Approved.....J. Petro ski/ K. Rinaldo**

**Emerging Worker Committee who serves people with disabilities, ex-offenders, dislocated workers, youth, etc., and the Partner Committee whose members are service providers will merge as one Committee to better plan for the diverse population they serve, they will meet 5 to 6x's a year.**

**Policy Approvals**

**Policy # 18-07.....Approved.....K. Walters/A. Turner**

**A handout was given on the Securing & Protecting Personally Identifiable Information (PII) and Personal, Private and Sensitive Information (PPSI) within the NYS Workforce Development Systems. This policy allows to be compliant with the State. Concerns were made by Board members about passwords on OSOS Alice will speak with DOL about them.**

**Sexual Harassment-.....Approved.....W. Allen/ A. Turner**

**Effective since October 8, 2018- This Policy is one component of Workforce Development Boards' commitment to a discrimination-free work environment. Sexual harassment is against the law and all employees have a legal right to a workplace free from sexual harassment and employees are urged to report sexual harassment by filing a complaint internally with the Workforce Development Board. Employees can also file a complaint with a government agency or in court under federal, state or local antidiscrimination laws. There will be trainings annually complying with State Law. The Summer Youth program needs to have the Sexual Harassment Policy incorporated in the program.**

**Summer Youth Program 2018 (Oneida County) David Mathis-**

The Oneida County Summer Youth went well this year, the program hired 300 Out of School Youth and 383 In School Youth.

**New business-**

**David Mathis** was awarded the New York Community College Trustees' (NYCCT) Anne M. Bushnell Memorial Award for Special Achievement this September. The Bushnell Award is the most prestigious award for community college trustees awarded by NYCCT.

**Karin Piseck** gave an update on the hiring event of Tractor Supply in September, 200 people were hired during the month of September and an additional 100-150 will be hired in December or January 2019. Herkimer Working Solutions helps with the hiring process by doing phone screenings with 1 DOL staff 1 County Staff.

**Shawna Papale** of MV EDGE would like to have a meeting about ways to give back to the talent crisis in the area, to create and attract employers, employees and their families to live and work in the Mohawk Valley.

**Tom Riechel** updated everyone on the Green Empire Farm, it's the First 32 acre glass house project thats in Madison County, Wampsville. Produce will be grown (strawberries, peppers, cucumbers, etc.) all year long in a glass house at 70 degrees, it's scheduled for 4 different projects, and it will incorporate bees and lady bugs as time goes on.

*There being no further business the meeting was adjourned at 9:55 A.M.*

Next Full Board meeting will be TBD @ Raspberries Café