

# Town of Hempstead Local Workforce Development Board Meeting Minutes

## HempsteadWorks Career Center

October 3, 2018

### **I. Welcome and Introductions**

The meeting was called to order at 9:36 A.M. by Gregory R. Becker, Commissioner of the Town of Hempstead Department of Occupational Resources (DOOR), who explained that the Chairman and Vice Chairman could not attend and asked him to chair the meeting in their place. Mr. Becker asked the attendees to introduce themselves.

### **II. Review of Minutes**

Commissioner Becker allowed a moment for review of the minutes from the Local Workforce Development Board Meeting dated June 13, 2018. A motion to approve the minutes was offered by Elvira Lovaglio-Duncan, seconded by May-Whei Lin and approved by the Board members.

### **III. Budget Summary for PY'18**

Commissioner Becker introduced Kurt Rockensies, DOOR Fiscal Manager, who discussed the DOOR budget for Program Year 2018. Mr. Rockensies explained DOOR's available funding for PY'18, which includes funding under the Workforce Innovation and Opportunity Act (WIOA) legislation and from other grants. He also explained DOOR's expenses, which are comprised of staff salaries and fringe benefits and its contracted services.

Ms. Lin asked why the One-Stop Operator Services are not listed under Staff Salaries. Edward Kenny responded that under WIOA, the One-Stop operator coordinates the service delivery of all one-stop center partners. He explained that WIOA requires that the operator be selected through a competitive procurement process unless a waiver is granted by the Governor. Through the procurement process, DOOR selected Goodwill Industries to serve as its One-Stop Operator. Mr. Kenny said that the budget changes as the program year progresses, and it would be problematic to either underspend or overspend funding.

Commissioner Becker asked the Board for a motion to approve the Budget. Ms. Lovaglio-Duncan offered a motion to approve, which was seconded by Deirdre Duke and approved by the Board.

#### **IV. Enhanced Career Services for Dislocated Workers Projects**

Commissioner Becker indicated that the Board was awarded funds in December 2016 and April and May 2018 to conduct the Enhanced Career Services for Dislocated Workers Project under the New York State Department of Labor's (NYSDOL) Sector Partnership National Emergency Grant. Elizabeth Ajasin explained that under the grant, customers received individual counseling and comprehensive assessments; individual employment planning; job search planning and job coaching; short-term pre-vocational skills to prepare for employment and training; placement in vocational skills training; and job search assistance. The goals of the project were to serve 400 dislocated workers, 54% of which will enter employment, and 84% of which will retain employment. The goal customer satisfaction rate was 90%.

Ms. Ajasin explained that although NYSDOL has not yet submitted the outcomes of the project, based upon the information available, DOOR expects to exceed the grant goals.

#### **V. Regional Sector Partnership Development Grant**

Commissioner Becker explained that in December 2016 and June 2018, NYSDOL awarded DOOR with the Regional Sector Partnership Development Grant under its Sector Partnership National Emergency Grant. DOOR contracted with Humanity 2.0 to develop a plan to identify key strategies needed for the development and implementation of a regional industry sector initiative.

Referencing the final report of the project, Ms. Ajasin discussed the three key findings. The first finding is Occupational Priorities, which provides insight into the foundational competencies and the current and future workforce needs for training and employment within the Healthcare and Social Assistance industry sector. The second finding is Career Pathways; effective career pathways programs need a career navigation system that includes career coaching, education, training, credential attainment and career portfolio development. Finally, the third finding, Implementation and Sustainability, explains that the processes and tools developed in the report must be integrated into existing workforce infrastructure and programs. Ms. Ajasin added that DOOR has already begun implementing these tools for both its DEI Round 8 and ESPRI projects.

#### **VI. Empire State Poverty Reduction Initiative Grant (ESPRI)**

Commissioner Becker announced that in March 2018, the Village of Hempstead Empire State Poverty Reduction Initiative (ESPRI) issued a Request for Proposals for Implementation of Phase II of the Village of Hempstead ESPRI for one year (2018-2019). DOOR was selected to be a part of the ESPRI project and will operate under

the Workforce Development priority area. Yvonne Morrissey explained that DOOR's project, New Village Pathways, will address the high unemployment and poverty rates in Hempstead Village. The project will serve 200 village residents, and the innovative feature of the services will be to integrate tools developed under the Sector Partnership Grant with the development of Career Portfolios and a My Action Plan. Other awardees will have established a collaborative plan to help Village residents improve their economic conditions. Commissioner Becker added that he is proud of this initiative and believes each participant will have a positive outcome.

## **VII. Disability Employment Initiative – Round 8 Update**

Commissioner Becker reminded the Board of NYSDOL's award of the Disability Employment Initiative (DEI) Round 8 subgrant and that Maria Lombardi, Disability Resource Coordinator (DRC), will be providing updates at each Board meeting. The Board was presented with the meeting minutes from the first meeting held by the DEI Pathways to Employment Workgroup, a group created under the grant comprised of Long Island organizations dedicated to serving and employing youth with disabilities. He said that the focus of the grant is mostly on youth with disabilities, ages 18-24. Mr. Kenny asked the Board for suggestions for linkages to employers and training that effect systems change to better service the target population, and he asked for suggestions for recruiting youth for the program. Larry Forni of ACCES-VR said he will share contacts with Maria to help with these suggestions. Also, Ms. Lovaglio-Duncan suggested that Maria reach out to the Mill Neck Manor School for the Deaf Profile located in Mill Neck, NY.

Ms. Duke asked if DOOR has a relationship with Abilities, Inc. at the Viscardi Center. Mr. Kenny responded that DOOR has a long-standing, working relationship with Abilities, including partnering on a U.S. Department of Labor Customized Employment Grant awarded to DOOR. Abilities has also served as a training provider to DOOR in the past. DOOR has reached out to Abilities to complete its education and training RFP to become a provider again. Ms. Duke asked how extensive are the Request for Proposals (RFP) for training providers; she has found that training facilities find them to be overwhelming since they do not usually have RFP and grant writing personnel. Ana-Maria Hurtado answered that most of the questions on the RFP are "yes" or "no," so the RFP is not too complicated. Mr. Kenny added that DOOR can assist with the training providers' application process. Mr. Forni mentioned that ACCES-VR contracts with Abilities for training.

## **VIII. Summer Youth Employment Program Report**

Myesha Arvon reported on the 2018 Summer Youth Employment Program. This summer, 104 youth participated, having worked with DOOR's In-School Youth

contractors. Youth coordinators recruit the youth, and eligibility depends on whether they are low-income and have a barrier to employment. Youth either worked clerical, maintenance or day camp counseling jobs. The youth worked for 6 weeks (July 5 to August 17) at an hourly rate of \$11. In addition to gaining work experience, the youth attended a workshop at DOOR where they use CareerZone and gain insight into financial literacy, entrepreneurship, career exploration, leadership and budgeting. Sara Griffith spoke more on cpnassau's program for the summer, including its mentoring and academic components. This summer, the youth learned about the importance of investing in their future, both financially and academically by going to college. She also shared a success story of a youth participant.

Ms. Duke added that there is financial aid available for high school students who want to attend college. Mr. Kenny expressed gratitude to New York Community Bank for its recent financial contribution to the summer program.

#### **IX. Old Business**

No old business was discussed.

#### **X. New Business**

Ms. Hurtado announced a Job Fair scheduled for October 25, 2018 from 10 A.M. to 1 P.M. It will take place at Kennedy Park located at 335 Greenwich Street in Hempstead, NY 11550. The event is sponsored by DOOR and Councilwoman Dorothy L. Goosby. DOOR has also invited fellow ESPRI grant awardees to attend the Job Fair. Commissioner Becker commended Sandy Rubin, DOOR Business Liaison, for recruiting employers to attend Job Fairs, which have been very successful. Ms. Rubin thanked Ms. Lin for helping to promote the July 24, 2018 job fair.

Commissioner Becker also commended Ms. Lin and her staff for the ongoing collaboration of NYSDOL with the Board and their partnership in the HempsteadWorks Career Center.

Commissioner Becker added that DOOR had nominated Ms. Duke on behalf of the Board for the New York Association of Training and Employment Professionals (NYATEP) Business Leadership Award. He and the Board offered their congratulations to Ms. Duke, who will receive her award at the upcoming New Dawn 4 Workforce Conference. Ms. Duke thanked the Board, along with the Boards of the Oyster Bay Consortium and Suffolk County for their support and her nomination. She explained that a DOOR program participant had been a part of Northwell Health Community Health Worker Training Program's latest cohort and will be starting her

position at Northwell next week. She also commended DOOR staff of its valuable service to the community.

Ms. Morrissey indicated that NYSDOL had provided DOOR with some new assistive technology. She thanked Ms. Lin and NYSDOL.

## **XI. Adjournment**

A motion to adjourn was offered by Ms. Lovaglio-Duncan, seconded by Ms. Duke and approved by the board. The meeting was adjourned at 10:28 A.M.