

WESTCHESTER-PUTNAM WORKFORCE INVESTMENT BOARD MEETING

Regeneron Pharmaceuticals, Inc.

745 Old Saw Mill River Road

Tarrytown, NY 10591

October 3, 2013

MEETING MINUTES

1. **Roll call: Board** – David Singer, Dr. Marsha Gordon, Eileen Mildenberger, Jim Coleman, Anne Rubenzahl (for Dr. Joseph Hankin), Wiley Harrison, Thom Kleiner, Mark Ridgeway, Robert Sanders, Elaine Sozzi, Meghan Taylor, Richard Greenwald, Petoula Gjidiya, James Schutzer, Dr. Michael Gillan, Edward Cooke, Claudia Murphy, Thomas Capurso, Dr. Joseph DiCarlo, Allison Madison; **Staff** – Donovan Beckford, Clyde Jones, OJ Yizar, Allen Kelley, Allison Jones; **Guests** – C.E. Rob Astorino, C.E. MaryEllen Odell, Dr. Shawna White, Harold Coles, Kris Komorowski, Ruthann Pisano, Joanne Dunn, Valerie Swan, Kiron Dawkins, Dr. Iris Pagan, Ebony White, Idia Ogala, Heremela Eshetu
2. **Approval of Minutes (meeting held on June 27, 2013): Motion to approve the minutes from the last meeting was made by: Wiley Harrison; 2nd by Robert Sanders; Abstentions: none; Motion approved.**
3. **Voting Items:**
 - a. **Virtual Job Fairs**

Approval of job readiness preparation and virtual job fairs:

 - Grace Community Development Corporation and Westchester County Industrial Development Agency
 - Job Search Workshops -Wednesday, September 25 from 8:30 am to 3:30 pm
 - Virtual Job Fair to be held September 26, 2013 through October 11, 2013
 - Disability Employment Awareness Month – October 28, 2013 to November 11, 2013
 - Veterans Virtual Job Fair – November 12, 2013 to December 11, 2013

Motion to approve job readiness preparation and virtual job fairs was made by: Richard Greenwald; 2nd by Allison Madison; Abstentions: none; Motion approved.
 - b. **Just Add One**

Appointment of an ad hoc committee to develop recommendation to launch a Just Add One Campaign to begin on or about January 1, 2014.

Motion to approve an ad hoc committee to develop and launch the Just Add One campaign was made by: Eileen Mildenberger; 2nd by Richard Greenwald; Abstentions: none; Motion approved.
 - c. **Business Sector Training Requests**
 - i. **Business Customized Training Services RFQ:** Approval of third party training providers rates with Hospitality Resource Group and Westchester Community College.

Motion to approve business sector training requests was made by: Dr. Michael Gillan; 2nd by Edward Cooke; Abstentions: Robert Sanders, Anne Rubenzahl; Motion approved.
 - ii. **Customized Training Request:** Approval of customized training agreements for Westchester Country Club, Crowne Plaza Hotel, Renaissance Hotel and Northern Westchester Hospital.

Motion to approve customized training requests was made by: Eileen Mildenberger; 2nd by Elaine Sozzi; Abstentions: Robert Sanders, Anne Rubenzahl; Motion approved.
 - iii. **Business Sector Customized Training:** Approval of Business Sector Customized Training Agreement led by the Sheraton Hotel in partnership with IBM Learning Center, Hyatt House, Westchester Marriott, Springfield Suites, Tarrytown House and Castle on the Hudson.

Motion to approve business sector training requests was made by: Thomas Capurso; 2nd by: Allison Madison; Abstentions: Robert Sanders, Anne Rubenzahl; Motion approved.

iv. ***OJT Requests:*** Approval of OJT agreements with: Business of Your Business, Student Baskets LLC d/b/a My Favorite Student, ShopRite, Zaloumis Contracting d/b/a Connect One.

Motion to approve business sector training requests, including ShopRite which exceeds the board guidelines was made by: Dr. Michael Gillan; 2nd by Allison Madison; Abstentions: Anne Rubenzahl, Wiley Harrison; Motion approved.

d. Approval of ITAs for Hurricane Irene Phase II

Approval of ITAs for Hurricane Irene Phase II participants that exceed the ITA limit of \$3,000.00.

Motion to approve ITAs for Hurricane Irene, Phase II for participants whose training exceeds the \$3,000 ITA limits set by the board was made by: Allison Madison; 2nd by Richard Greenwald; Abstentions: Claudia Murphy; Motion approved.

4. Acceptance of Rockland WIB's invitation to participate in a Regional WIB Meeting in June 2014.

Motion to approve acceptance of Rockland WIB's invitation to participate in a Regional WIB meeting in June 2014 was made by: Thom Kleiner; 2nd by Wiley Harrison; Abstentions: none; Motion approved.

5. Presentations

- a. Manchester Craftsman's Guild/Bidwell Visit and Tour – Feedback from visit and tour.
- b. YouthBuild (Kiron Dawkins – Mount Vernon; Valerie Swan – Peekskill)
- c. Strive for the Future (Joanne Dunn – Westhab)

6. Program Updates

- a. Hurricane Irene Phase II Project
- b. Hurricane Sandy
- c. WPWIB PY 2012 Performance Reports

7. Discussion of the Impact of Federal Shut Down

Donnovan Beckford briefly discussed the impact of the Federal shutdown, indicating that the One Stop was asked to prepare a budget projection as to how much funding would be required to carry the operation through the end of October when additional funds should be released under WIA. He also indicated that Social Services Commissioner McGuire had committed to assisting the One Stop with funding as necessary in order to keep operations going.

8. Launch of the Westchester-Putnam College Internship Connex.

Chairman Singer provided an introduction to the College Connex College Internship Clearinghouse. The chairman was followed with remarks from both Westchester County Executive Astorino and Putnam County Executive Odell and Dr. Marsha Gordon of the Business Council of Westchester. Dr. Joseph DiCarlo, Senior Vice President and Director of Human Resources for WESTMED Practice Partners and William McGrath, Senior Vice President and Chief Administrative Officer for Pace University spoke about the importance of a strong relationship between internships and placement in full time employment after graduation. Three outstanding college students Heremela Eshetu, Berkeley College, Luisa Garcia, College of New Rochelle and Idia Ogala, Pace University also provided their insight and personal experiences with the internship programs in which they participated. Closing remarks were delivered by Wiley Harrison, President, Business of Your Business.

9. Adjournment

Motion to adjourn was made, seconded and approved with no abstentions at 10:15.