



**Workforce Development Board of Sullivan, Inc.**

***Jacob Lerner, Chair***  
***Laura Quigley, Executive Director***

*Minutes February 14, 2024 - Full Board Meeting*

***Members Attending:*** Jacob Lerner- Board Chairman, Dory Alport – Board Vice Chairman, Claire Taggart- Board Secretary, Robert Green- Immediate Past Chair, Olga Campos, Stacy Cohen, Robert Dufour, Loreen Gebelein, Linda Kleingardner, LaQuesha Matthews-Reed, Jaime Schmeiser.

***Others Attending:*** Laura Quigley- WDB, Executive Director, TK Keokham – Delaware Valley Job Corps, Sharon Ferber, Division of Community Resources, Administrative Assistant

This meeting called to order at 8:06 AM. Quorum was not met with only 10 voting members present. Approval of December Minutes and voting for Resolutions will be postponed until the May meeting.

1. Sullivan County Head Start temporarily closed their doors on February 2, 2024. This represents 18% of the childcare slots in Sullivan County. A team was formed including Laura Quigley-Commissioner of Community Resources, Michelle Huck -Deputy County Manager and several Legislators to meet with the Board and staff of HeadStart to assess the situation. What was determined was that Laura, Brian McPhillips-County Legislator and Donna Willi-Executive Director of the Sullivan County Childcare Council were appointed to the Board of HeadStart. Several Departments in the County worked to get children placed in temporary childcare, assist with food and helped assist the staff to apply for unemployment. After several conversations with the regional HeadStart officials it was determined that Sullivan HeadStart would relinquish their grant. The Community Development Institute would take control as interim management of HeadStart to help reorganize. After a period of reorganization, they can then reapply for their grant to reopen as HeadStart. CDI plans to reopen and be operational by the end of the month.
2. Director's Report Highlights – Laura Quigley
  - ✓ The Workforce Board was recertified by the NYS Department of Labor (NYSDOL). We were notified December 29, 2023 that all requirements were met for a successful biennial recertification. The next recertification is in 2025.
  - ✓ The minimum wage in NYS will increase effective January 1, 2024. Westchester County, Long Island and NYC will increase to \$16.00/hour. Sullivan County and the rest of the state will increase to \$15.00/hour. Minimum wage for Home Care Aides will increase to \$18.55 per hour in Westchester, Long Island and NYC. Sullivan County and the rest of the State will go to \$17.55/hour.
  - ✓ NYS Department of Labor (DOL) issued guidance on reestablishing the Regional Business Services Teams that were in place prior to the pandemic. The guidance provided criteria and guidelines on representation and expected outcomes. The initial meeting was held on February 1, 2024

- ✓ Work Readiness has launched their program for WIOA eligible in-school youth at Fallsburg High School. This program is focused on the leadership development youth element and work readiness. Recruitment has begun and a full report will be provided at the May meeting.
- ✓ NYSDOL issued guidance on reestablishing the Regional Business Services Teams that were in place prior to the pandemic. The guidance provided criteria and guidelines on representation and expected outcomes. The first meeting was held December 1.
- ✓ The Center for Workforce Development (CWD) will be hosting “Empowering Towards Independence” an educational forum for the public and businesses striving to change the capacity of existing employment systems to serve employers and individuals with disabilities. The event is scheduled at Kartrite on March 12, 2024
- ✓ CWD has a NYS Systems Change and Inclusive Opportunities Network (NYSCION) grant thru NYSDOL. This grant provides funding for a Disability Resource Coordinator (DCR) who works to support and expand partnerships, collaborations, service coordination and delivery across workforce, education and disability service systems. The DCR works with businesses and with individuals who are in receipt of SSI or SSDI and want to work.
- ✓ The CWD Director and DCR staff, along with Action Toward Independence, ACCES-VR and ARC with Kohl’s Distribution Center to put together a program where individuals with disabilities will have the opportunity to earn money through enrollment in work support programs at Kohl’s. Kohl’s will then reimburse the participating organization(s) providing staffing at \$17.50 per hour. The organization(s) will also provide an onsite Job Coach that will provide real time support to the employee.
- ✓ CWD has also been working for the last few years with partners to provide Certified Nursing Assistant (CNA) training. Recently, a meeting was held with HC Staffing and Training who provide training for the Delaware Valley Job Corps (DVJC). The plan is for HC Staffing to provide an instructor and BOCES will allow for the use of their training space at Garnett Catskill Medical Center. The paperwork is in process.
- ✓ Office for the Aging contracted with Hudson Valley Patterns for Progress to conduct a Senior Needs Assessment and Gap Analysis. The purpose is to guide the office in its efforts to provide high quality, relevant services and to improve condition for seniors in the County. The mission of OFA is to provide the services that allow seniors to age in place. Having a robust set of services not only support seniors but supports families so they can continue to work.
- ✓ The Move Sullivan transit expansion continues to do well providing 90,003 rides and 1,682 paratransit rides for 2023.
- ✓ Sullivan County unemployment rate for December was 3.9% up from 2.0% in December of 2022.

### 3. One Stop Operator Report– Loreen Gebelein

Loreen reviewed the 2023 Annual report with the members of the Board. A copy of this report will be attached to the minutes.

With no further business to discuss Mr. Lerner called for a motion to adjourn @ 9:05am. Motion: Rob Green, seconded: Claire Taggart All in Favor – meeting adjourned.

**The next meeting will be held on Tuesday, May 13, 2024.**

**Loreen J Gebelein, Director**  
**County of Sullivan**  
**Center for Workforce Development**

## **2023 Annual Report**

[www.sullivanworks.org](http://www.sullivanworks.org)  
[www.facebook.com/SullivanCWD](https://www.facebook.com/SullivanCWD)



The Center for Workforce Development (CWD) office is located at 50 North Street, Monticello, New York, housed and partnered with the office of the New York State Department of Labor (DOL). The mission of CWD is to be the recognized leader in providing high quality employment related resources and services to our community's individuals and businesses, with overseeing and implementing employment and training related programs. CWD works closely with DOL and other local partners to provide these services to individuals and businesses in Sullivan County. CWD manages the Sullivan County Career Center and the Director is the designated Center Operator. CWD is primarily funded with federal dollars which is passed to the NYS DOL, which in turn passes the funding through to the County.

The Federal Workforce Innovations & Opportunity Act (WIOA) mandates the creation of a local Workforce Development Board (WDB), which is comprised of local area businesses, mandated partners and staff of CWD. One Board for each Workforce Investment Area is required, and Sullivan County remains its own geographical workforce area. WIOA requires the creation of a physical Career Center, with mandated programs under Title I funding including Adult, Dislocated Worker and Youth Programs.

Other services provided by CWD include employment and training for Temporary Assistance for Needy Families (TANF) and Supplemental Nutrition Assistance Program (SNAP) for individuals on public assistance. This program is run through an MOU with the Department of Social Services (DSS) funded through the Office of Temporary and Disability Assistance (OTDA).

CWD also runs the Summer Youth Employment Program (SYEP) for six weeks during the summer providing Youth with paid work experience and work readiness skills while assisting local businesses with their hiring needs. This program is also funded through OTDA.

CENTER FOR WORKFORCE DEVELOPMENT  
2023 ANNUAL REPORT

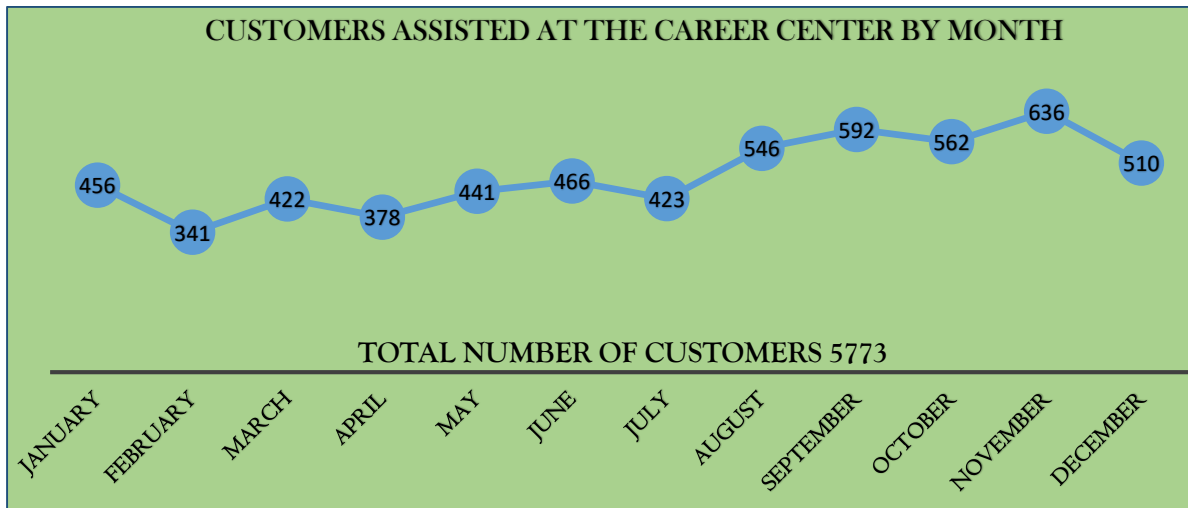
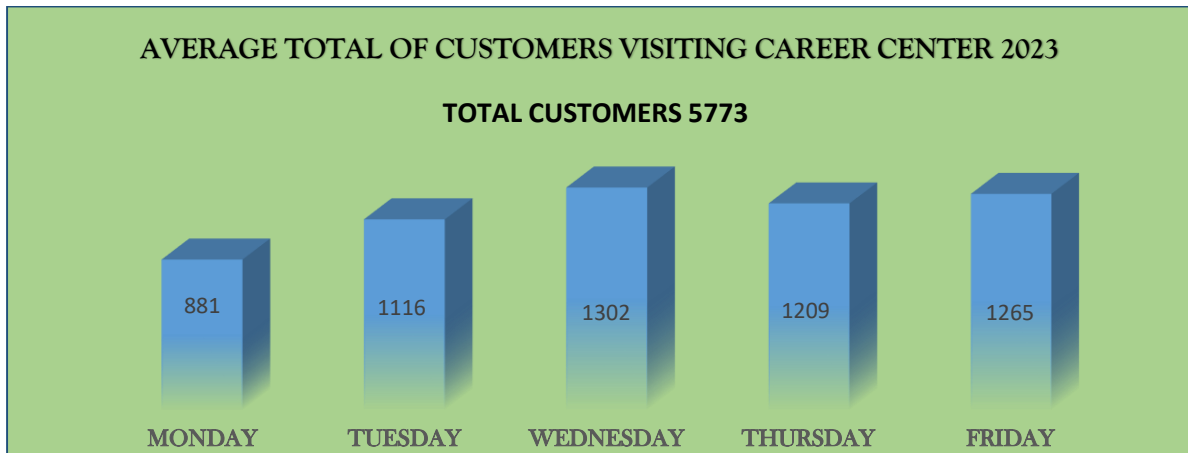
80% of workers who quit their jobs between 2020-2022, now have regrets and wish they could get a do-over. 2023 demonstrated employees had very little loyalty and no leeway, and most companies are not willing to hire back. Gallup research finds that employees now want recognition that is fulfilling, authentic, equitable, embedded in company culture, and personalized to the individual, which is critical for cultivating an environment where both employees and the businesses thrive. Sullivan County saw the largest private employment sector growth rate 9 months out of 12 in 2023, within the Mid-Hudson region. The growth rate is due to an increase in the production of economic goods and services within the year, factored by land, labor, capital and entrepreneurship. The average unemployment rate during the twelve months was 3.21%, with an average of 35,500 -38,900 people employed and an average of 1,100 - 1,500 unemployed. 2023 was the year for "Help Wanted" signs, and the job market continues to hum along. Mental health and work-life balance are major factors influencing the current working conditions and moving into 2024. Sullivan County continues to be robust with people going back to work, lower unemployment rates, and businesses growing.

Key Highlights for 2023: (Statistics on following pages)

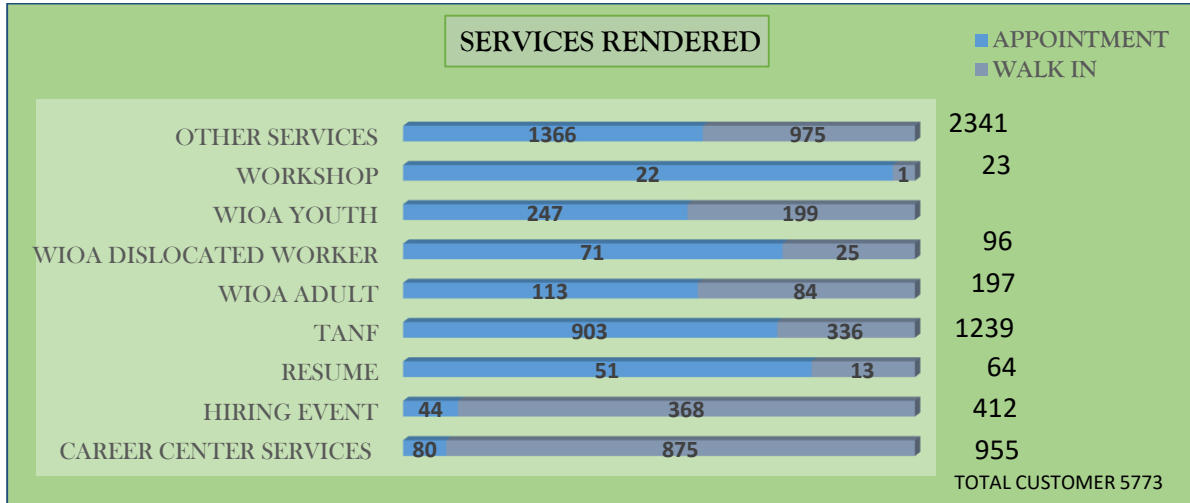
- ✓ With doors fully opened and businesses in full operation for 2023, CWD saw 5,773 customers come through the doors for services.
- ✓ The Sullivan County Legislators approved, funded and backed the start of our local area Trade Programs in conjunction with SC BOCES, administered by CWD. The first pilot started in April of 2023 for the Construction Trade and CWD ended 2023 graduating adults from the Welding Trade.
- ✓ Our social media has increased year over year and businesses continue to list job posting on CWD's "Hot Jobs", \*In-house recruitment events exceeded expectations for 2023 and outnumbered the annual job fair.
- ✓ Continued cross training of all staff members, as knowledgeable staff retired, and a succession plan was put in place.
- ✓ Enrolled youth in paid work experience opportunities and operated the Summer Youth Employment Program (SYEP), with 47 Youth participating for the 2023 season, out of 109 applicants.
- ✓ Started working with HC Staffing to implement a Certified Nursing Assistant and Home Health Aide Program to start in the spring of 2024.
- ✓ Partnership collaboration increased, referrals between partners increased, and CWD started utilizing the unite us referral system through DSS.
- ✓ Virtual Reality Headsets & applications through the Department of Labor made its debut in the 3rd quarter 2023 in the Sullivan County Career Center.
- ✓ A disability resource coordinator was hired in the 2<sup>nd</sup> quarter of 2023 which will work to support and expand partnerships between businesses and individuals with disabilities to create sustainable career pathways.
- ✓ CWD's business services were revamped, and a Job developer position was put in place to work closely with the businesses of Sullivan county.
- ✓ CWD contracted with Bold Gold Media for youth digital and geocoding advertising.
- ✓ CWD contracted with Work Readiness Training LLC for an In-School Youth program that started in Fallsburg School District and will continue for the 2023-2024 school year.
- ✓ Administered all WIOA grants received and expended monies accordingly.
- ✓ Operated the Welfare to Work Program under the MOU with DSS.
- ✓ CWD encountered three audits during 2023 from DOL and OTDA, all of which had no findings.

- ✓ CWD continues to be dedicated to the residents and businesses of Sullivan County and looks forward too many new initiatives, upcoming grants and innovative services to be provided in 2024.

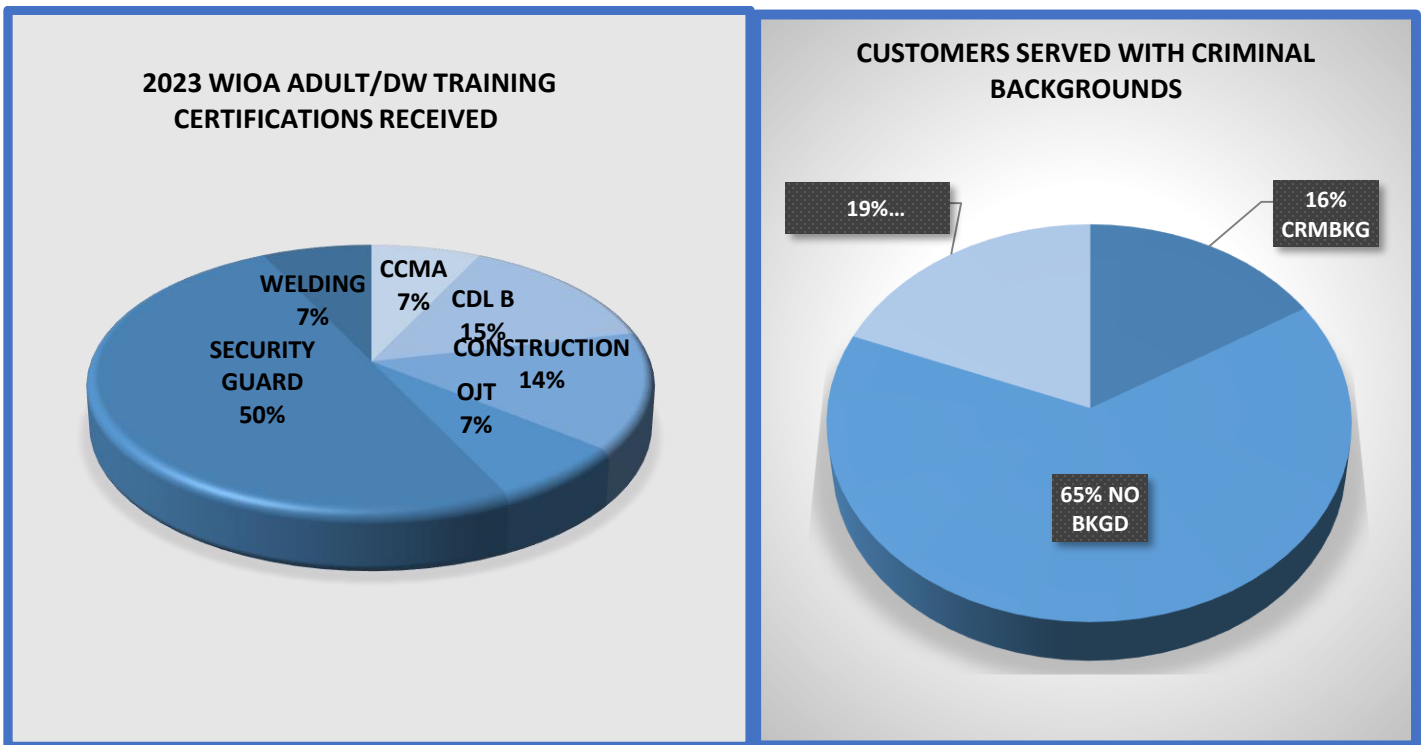
## CUSTOMER SERVICE-OUR #1 PRIORITY



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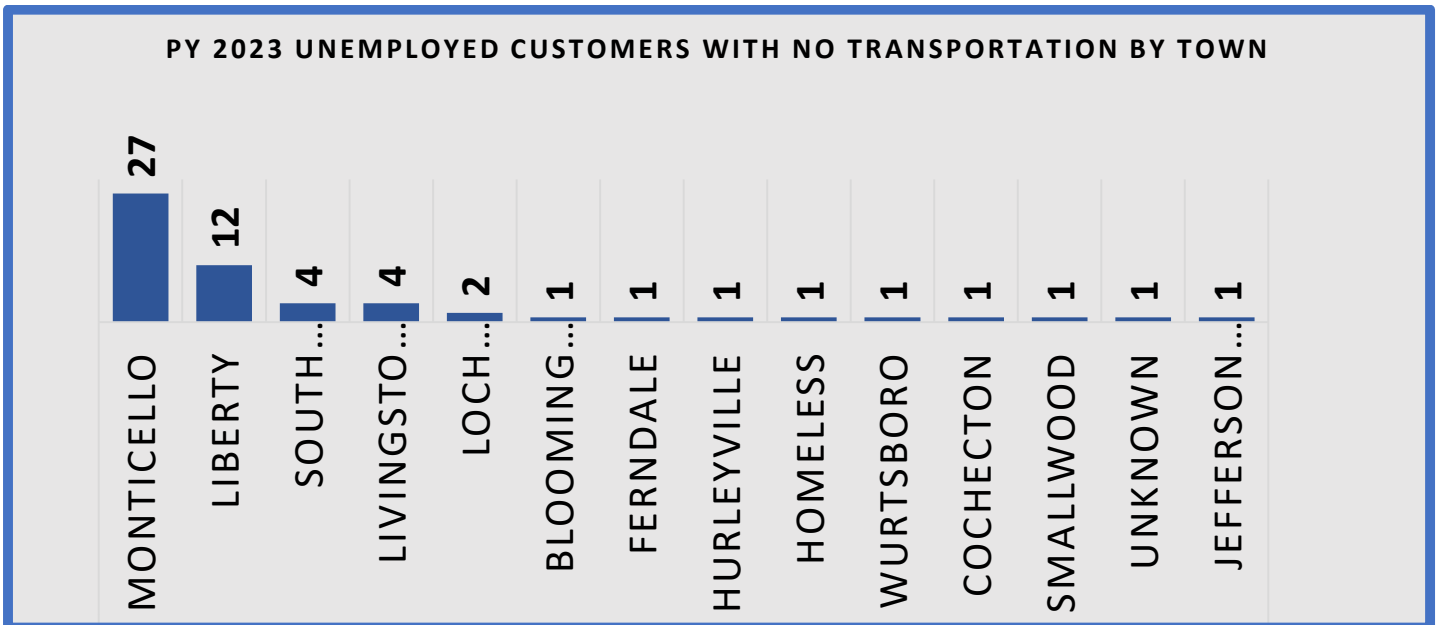
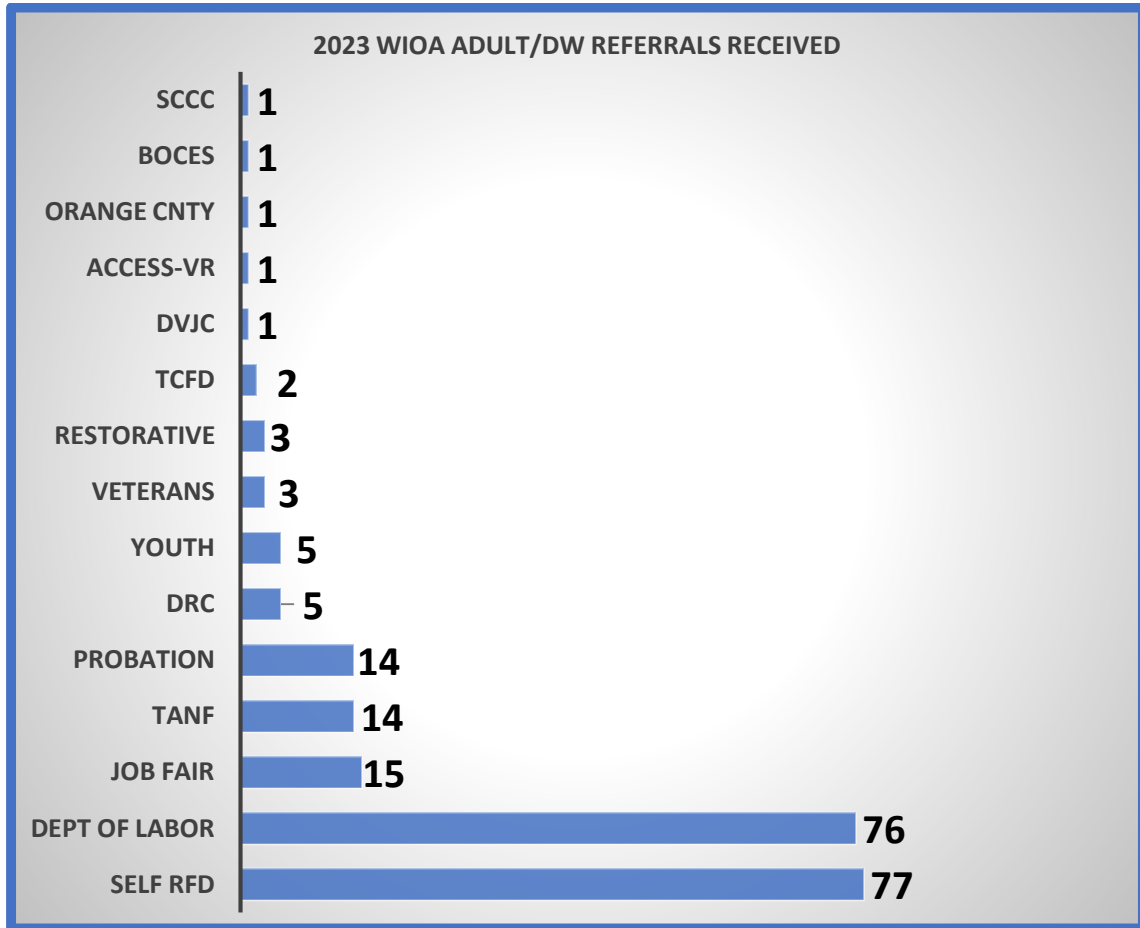


## WIOA ADULT & DISLOCATED WORKER



\*Only WIOA funded training

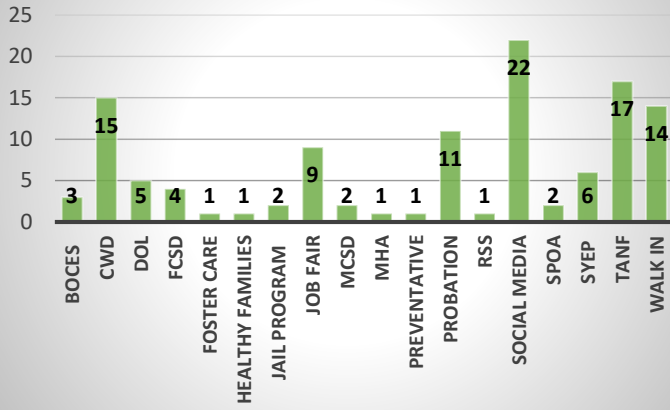
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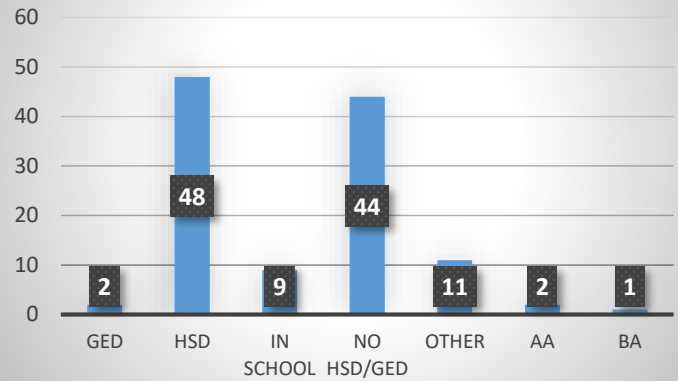
\*Only WIOA funded training

# YOUTH PROGRAM

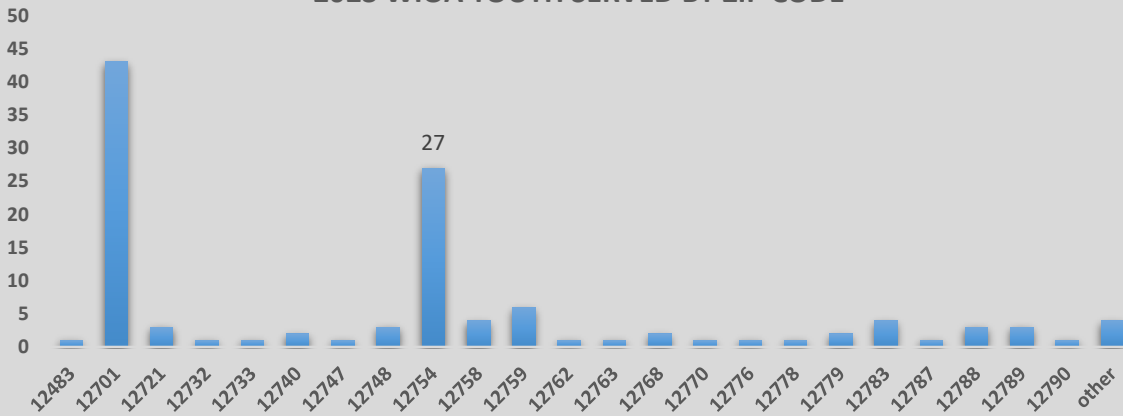
2023 WIOA YOUTH REFERRALS RECEIVED



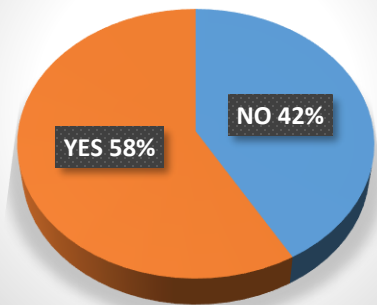
2023 WIOA YOUTH HIGHEST LEVEL OF EDUCATION



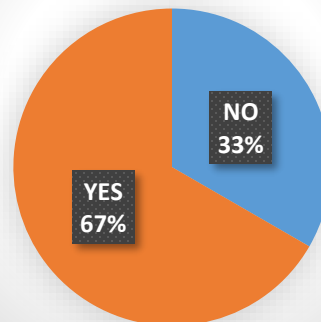
2023 WIOA YOUTH SERVED BY ZIP CODE



2023 WIOA YOUTH THAT GAINED EMPLOYMENT



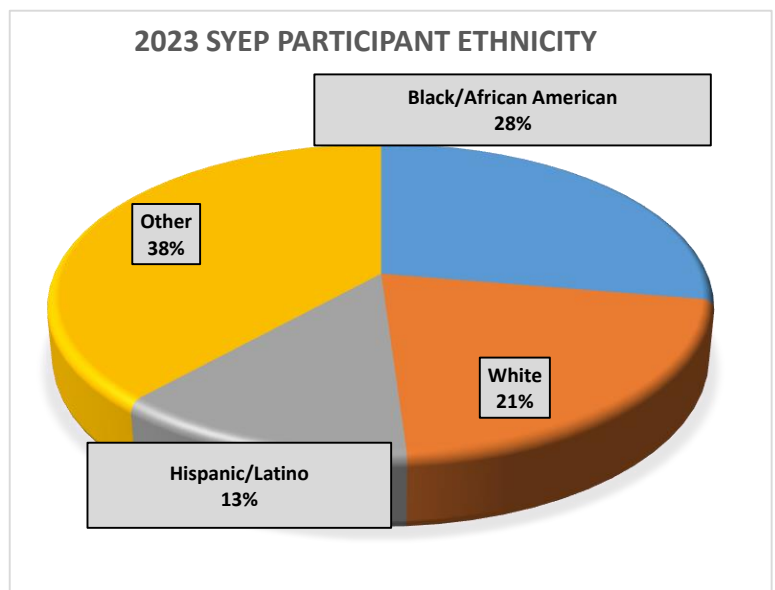
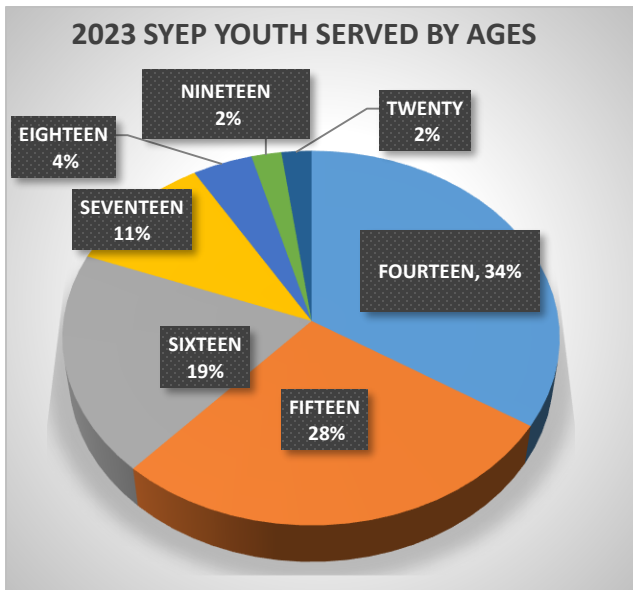
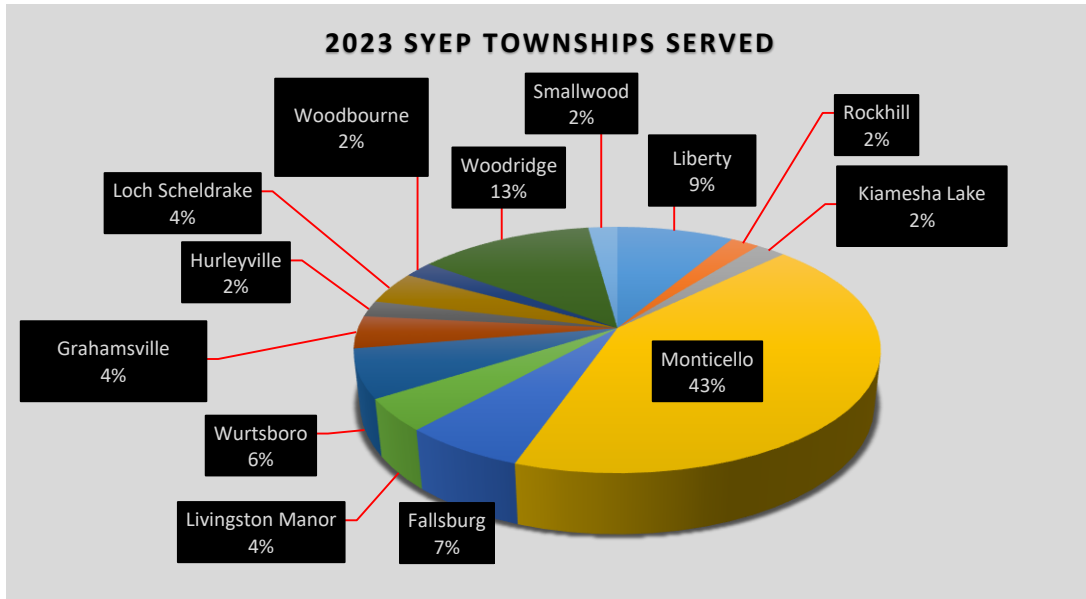
2023 WIOA YOUTH ENROLLED IN TRAINING &/OR EDUCATION



•117 Youth assisted in 2023



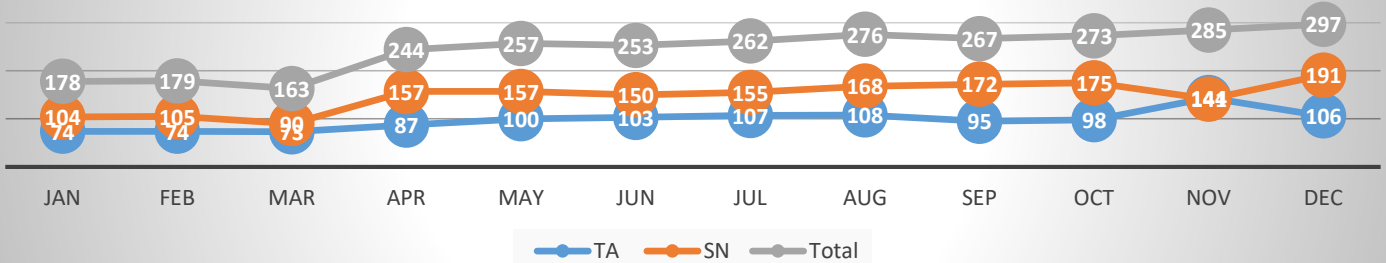
# SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)



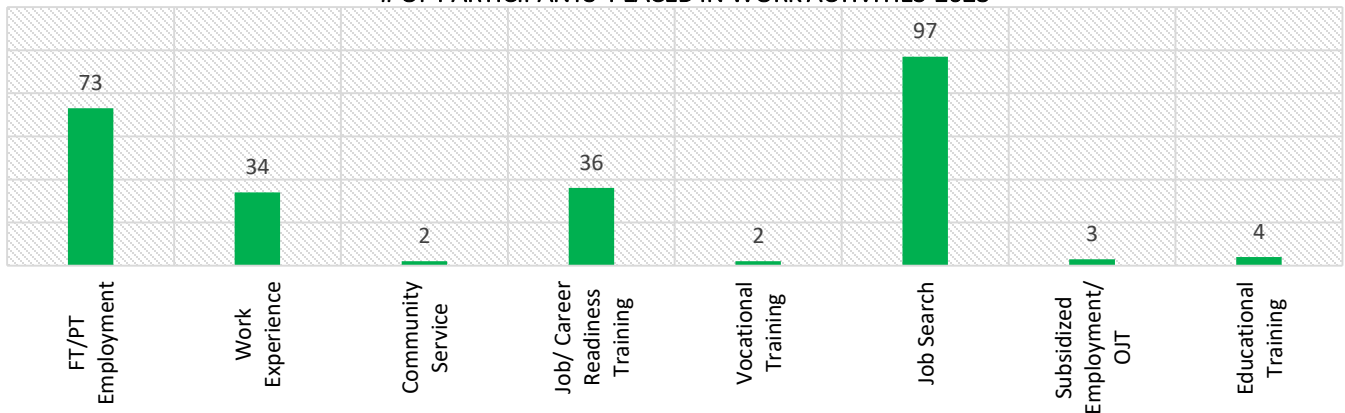
\*CWD received 109 applications and a total of 47 Youth were employed for our Summer Youth Employment Program (SYEP). Through cooperative efforts with the Liberty Partnership Program and SUNY Sullivan, all SYEP participants were offered an opportunity to attend a financial literacy seminar. Offerings related to education activities were woven into this paid work responsibility and education components are topical and worksite specific. Worksites for 2023 included Bold Gold Media, SC Parks & Rec, United Way, NYS DEP, Federation for the Homeless, Literacy Volunteers, Monticello High School, and Monticello & Woodridge Housing. Based upon survey-97% of Youth were satisfied with the program and 98% would recommend the program to others.

# WELFARE TO WORK PROGRAM

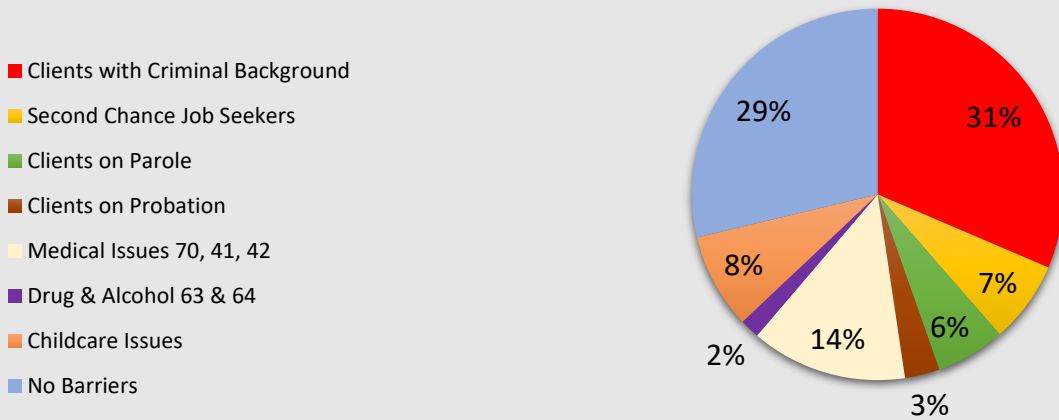
2023 TA/SN CASELOAD NUMBERS



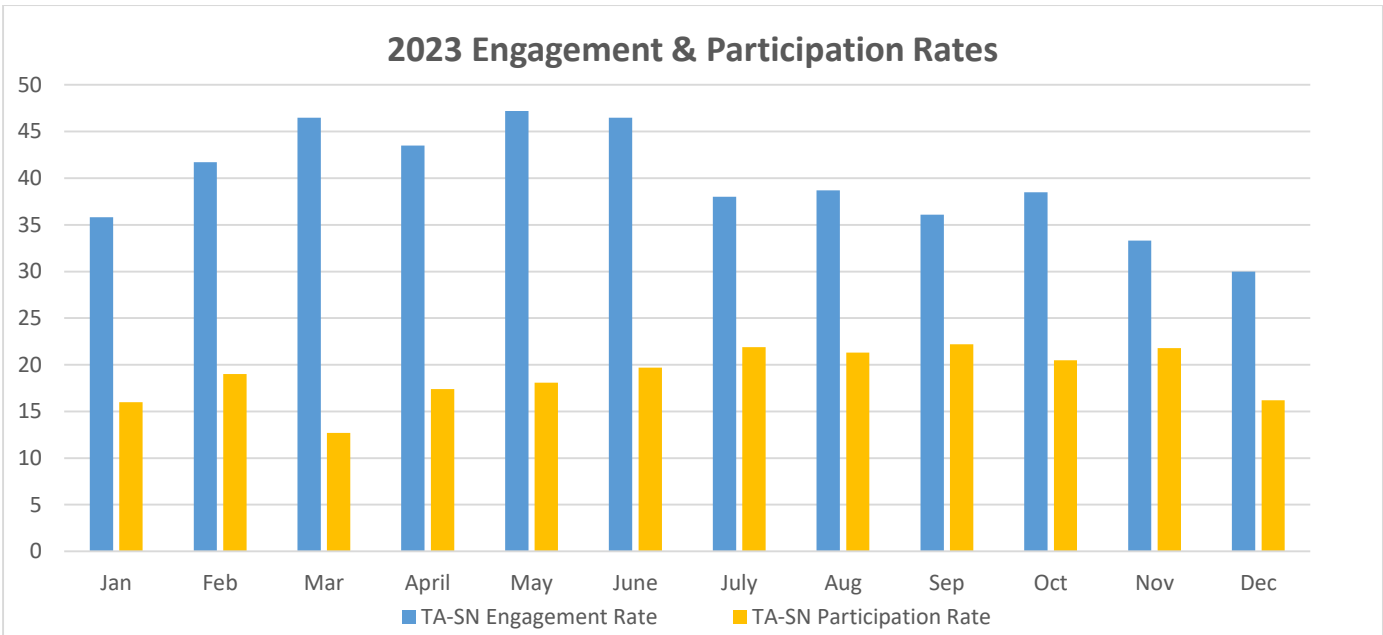
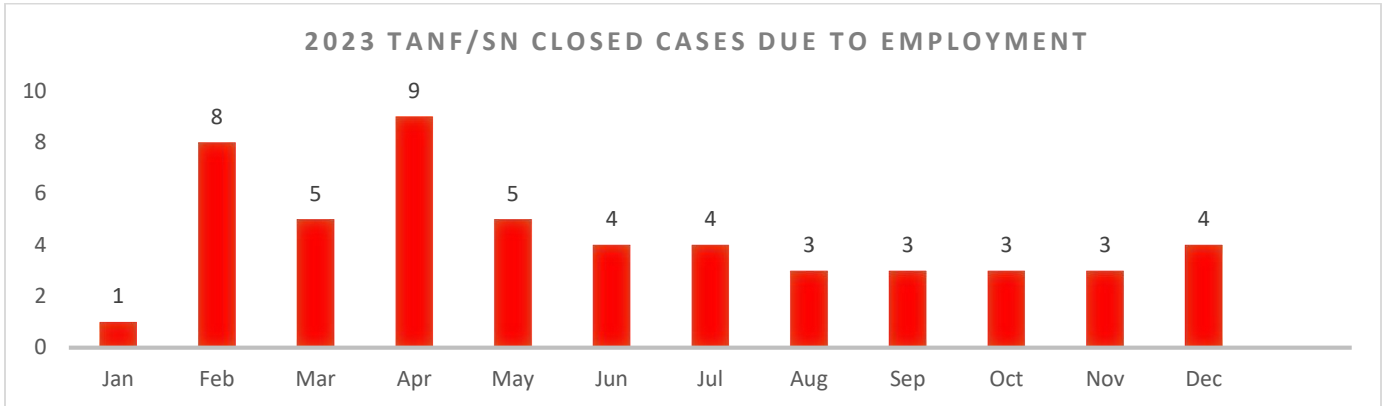
# OF PARTICIPANTS PLACED IN WORK ACTIVITIES-2023



## 2023 TEMPORARY ASSISTANCE LEGAL BARRIERS TO EMPLOYMENT



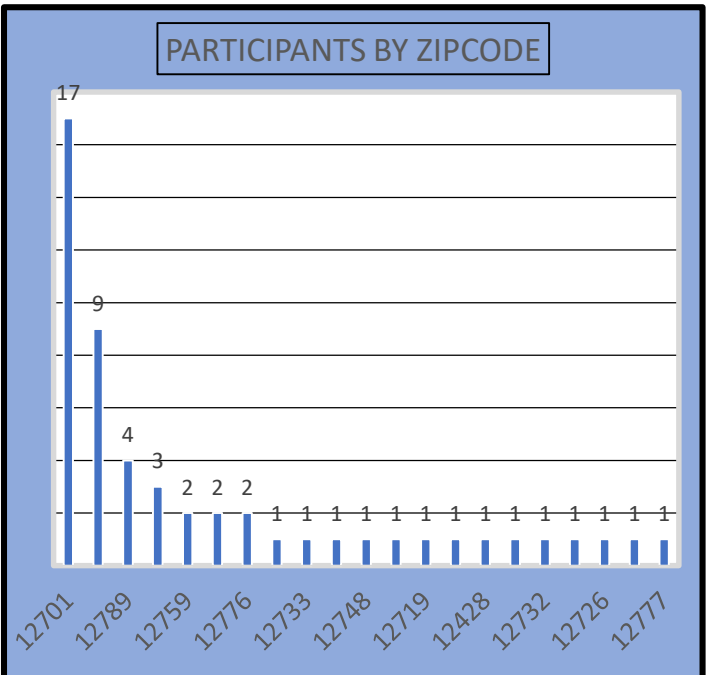
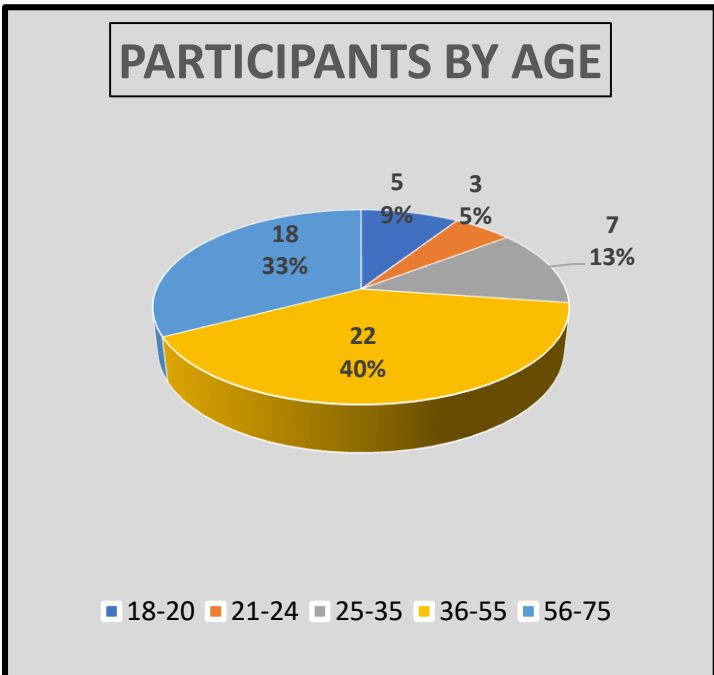
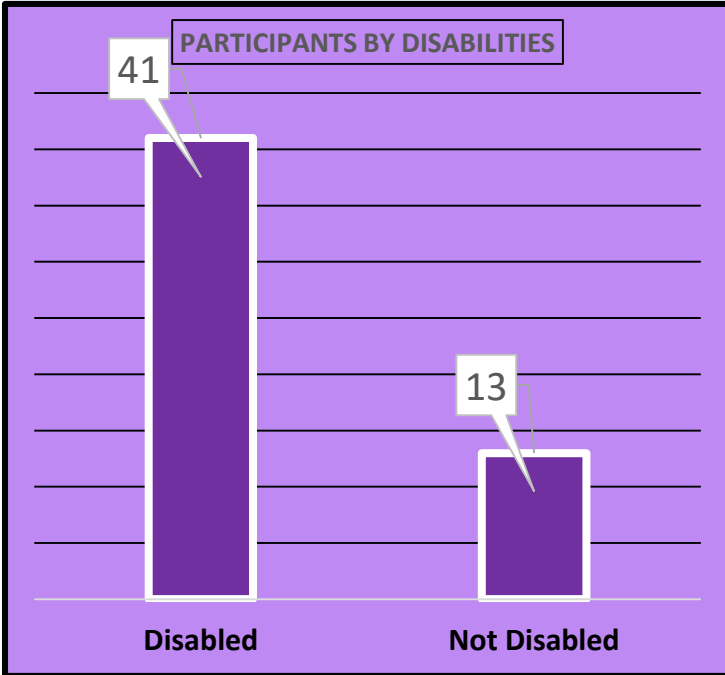
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**\*TANF=Temporary Assistance for Needy Families**

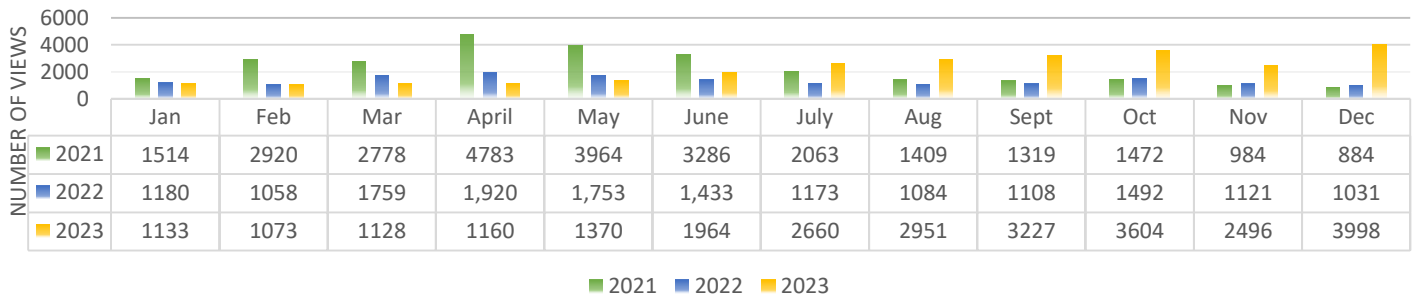
**\*SN=Safety Net Assistance**

# NEW YORK SYSTEM CHANGE INCLUSIVE OPPORTUNITY NETWORK (NYSCION) GRANT



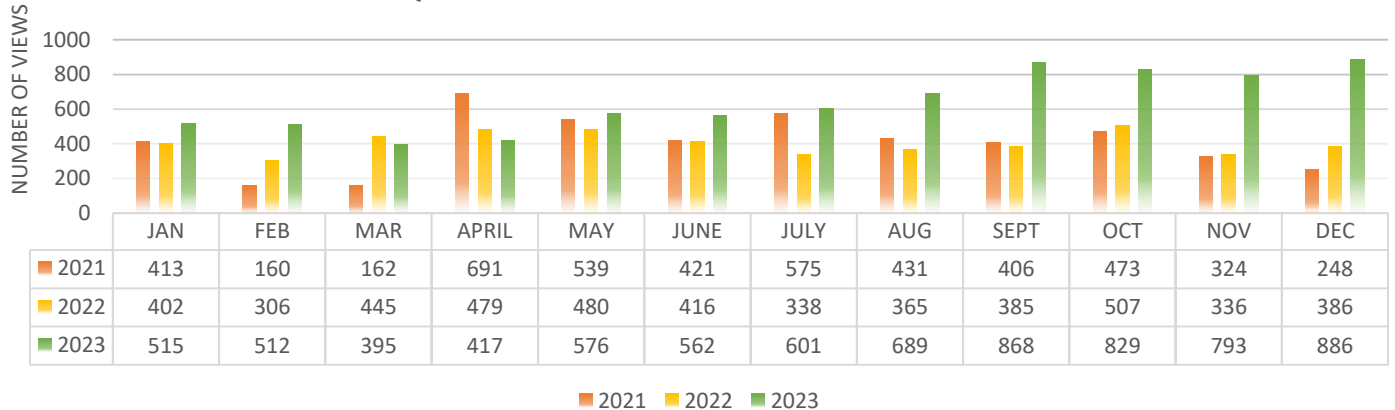
# WEBSITE AND FACEBOOK ANALYTIC REPORT

## UNIQUE WEBSITE TOTAL PAGE VIEWS 2021-2023

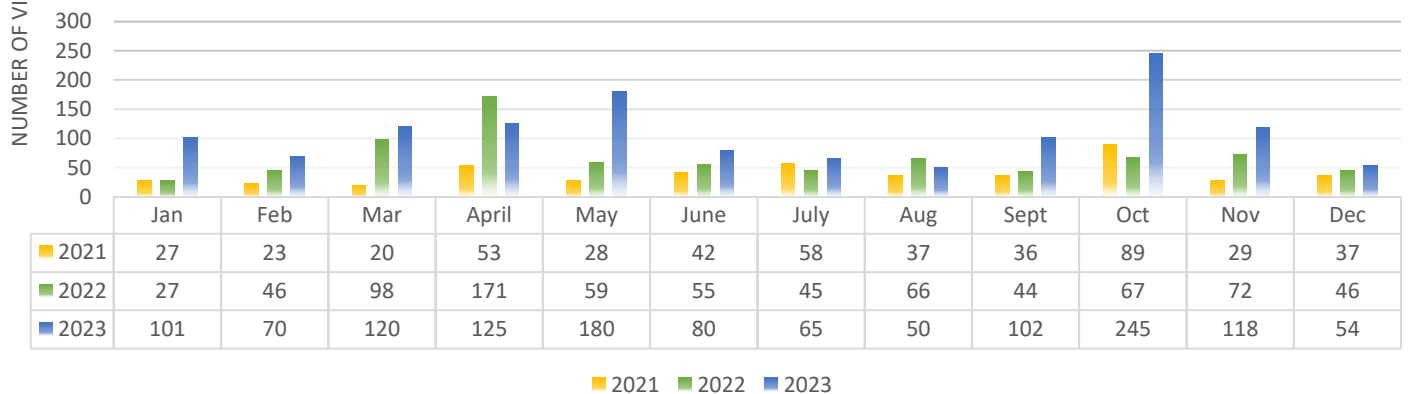


**\*Gained 276 new Facebook followers in 2023**

## UNIQUE HOT JOBS PAGE VIEWS 2021 - 2023



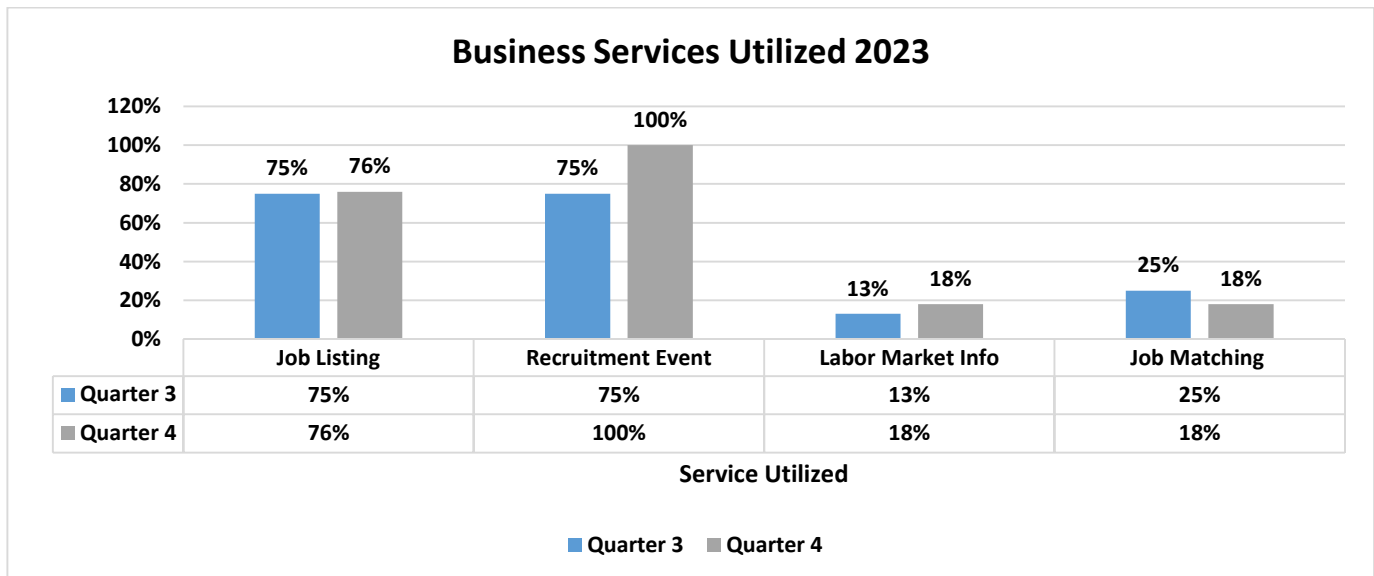
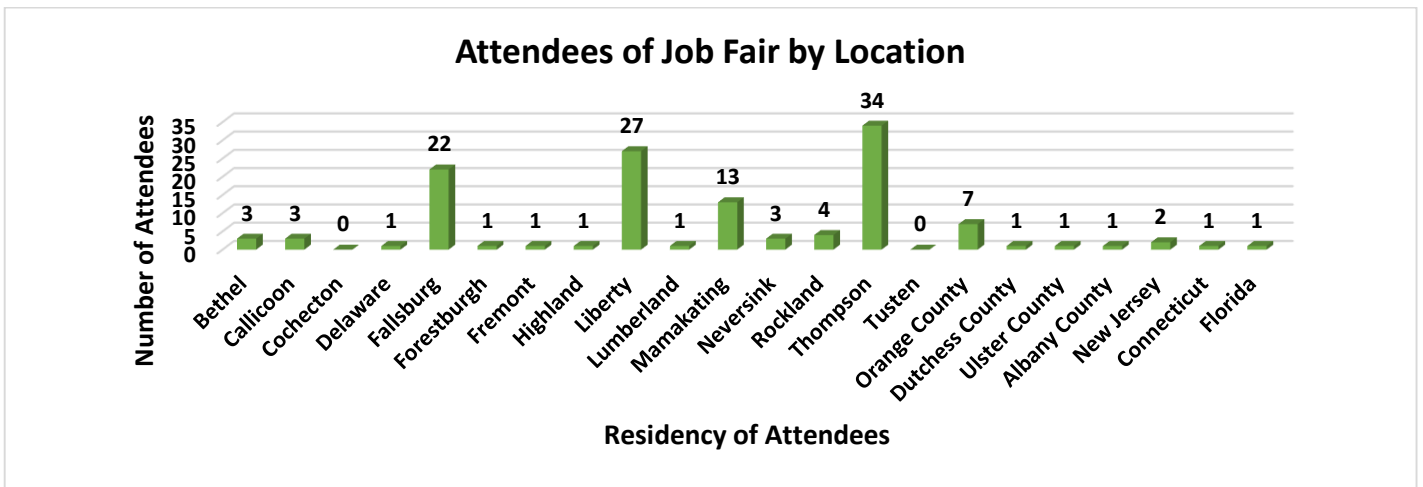
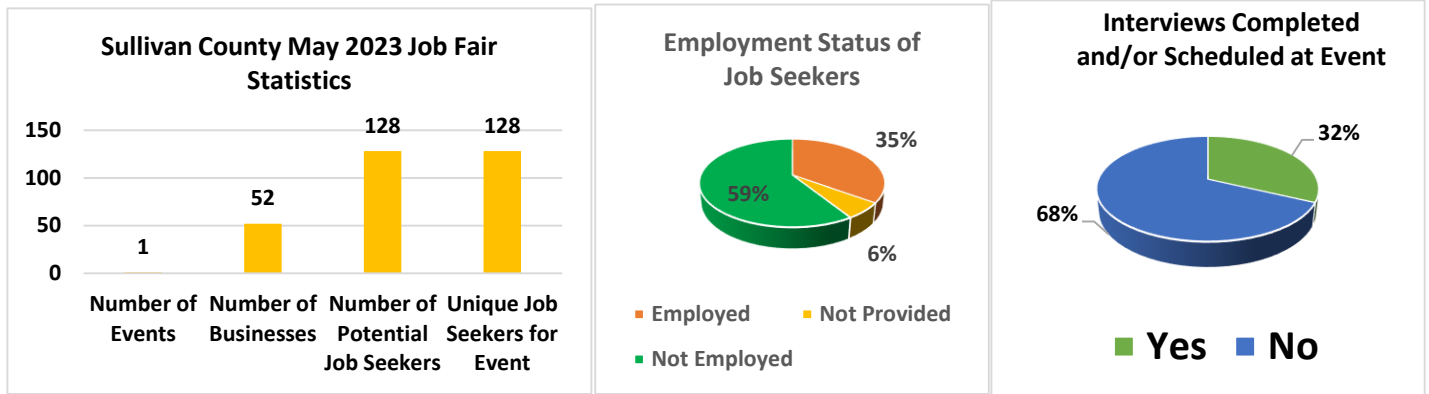
## UNIQUE EVENTS PAGE VIEWS 2021-2023



**\*Job fair in May, in-house events started in September**

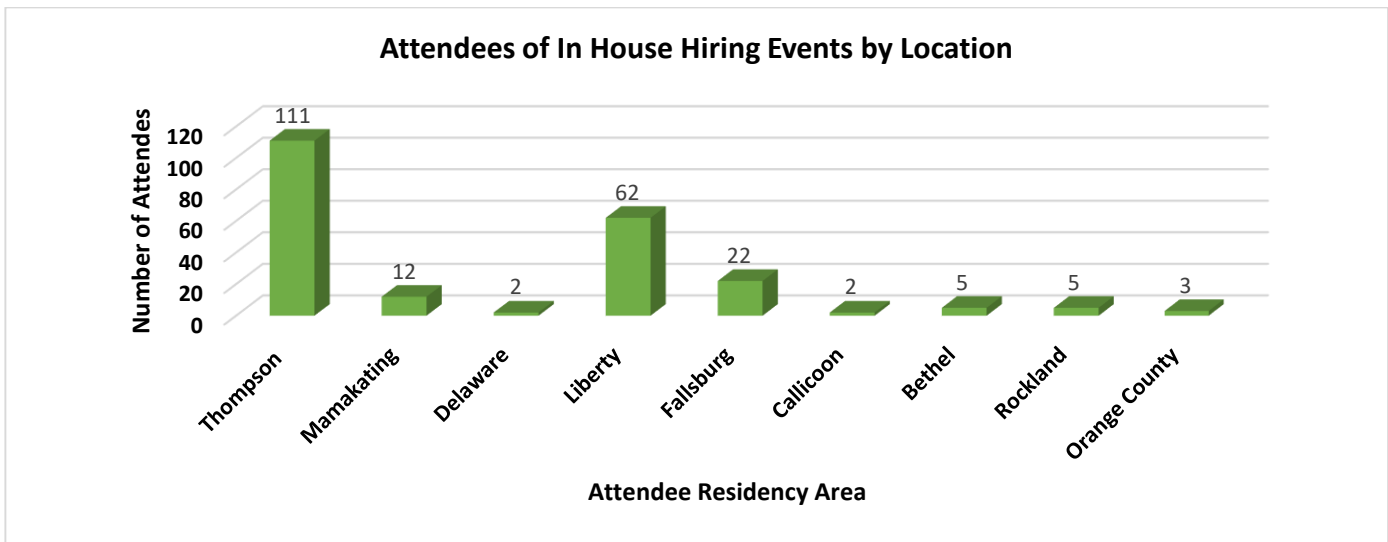
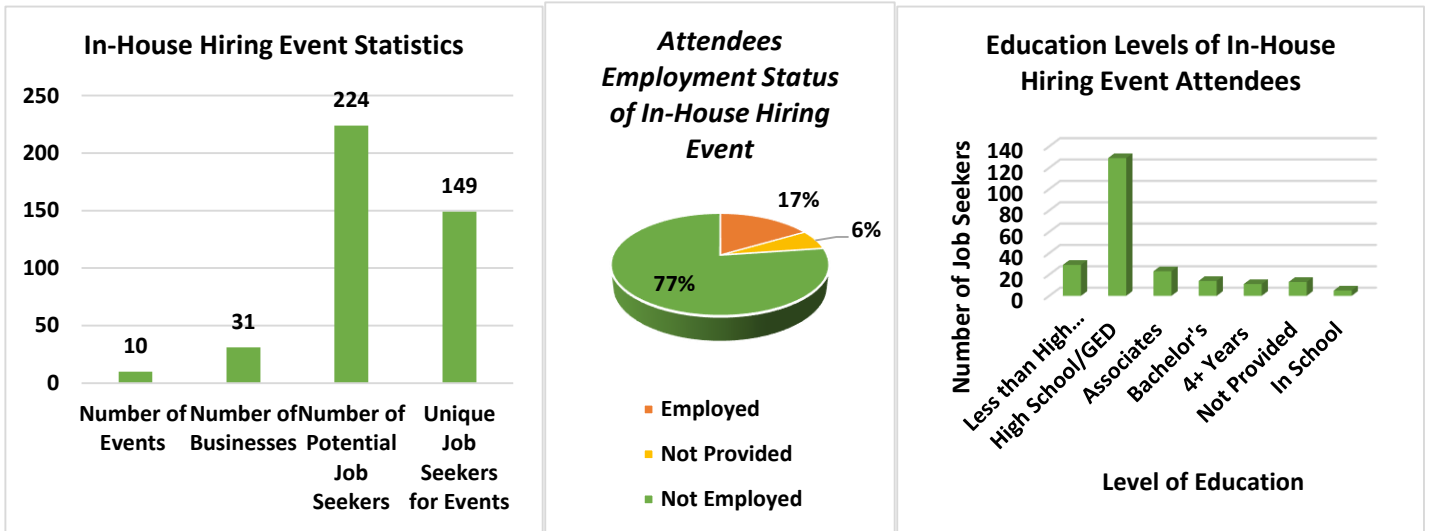
# BUSINESS SERVICES ANALYTICS

\*Annual Job Fair Statistics

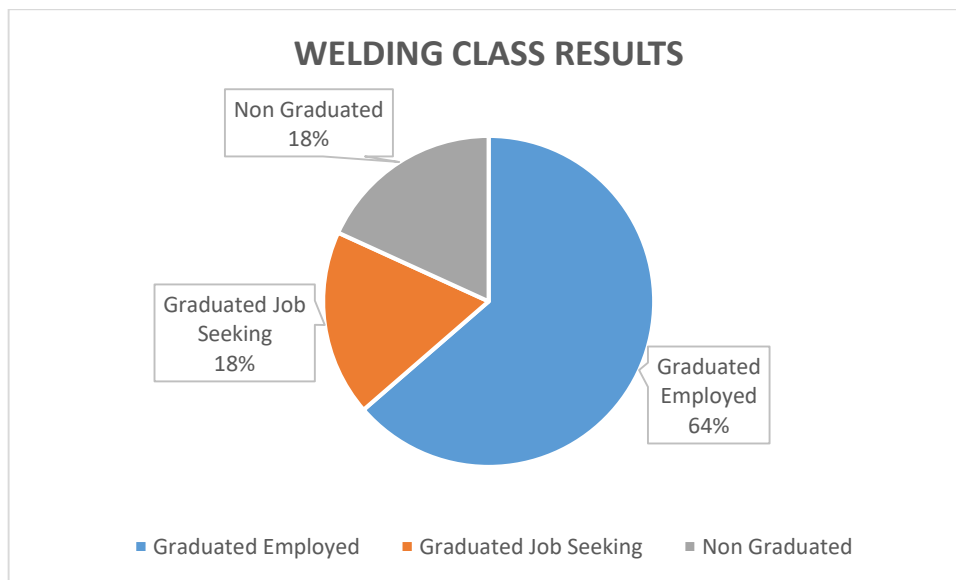
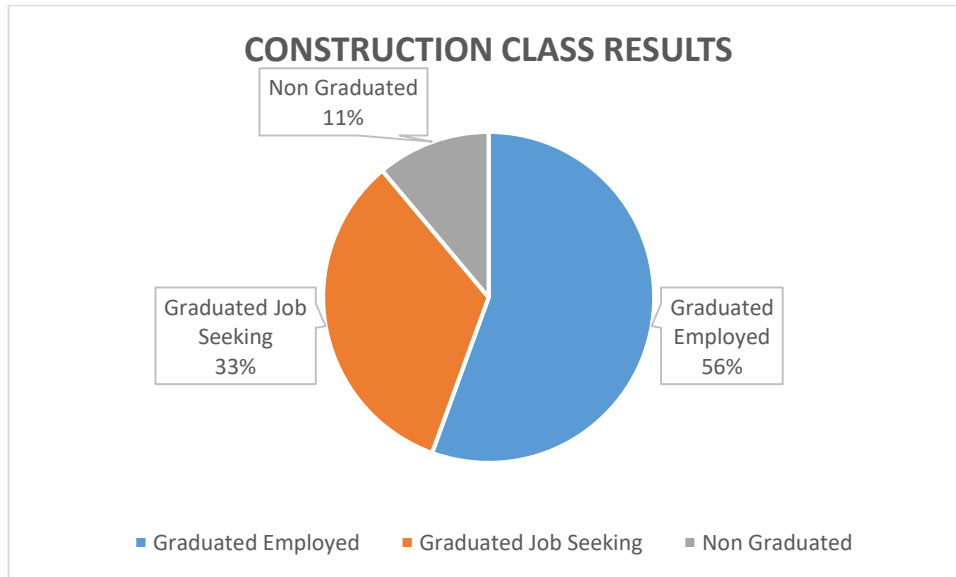


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•IN-HOUSE HIRING EVENTS statistics for 2023



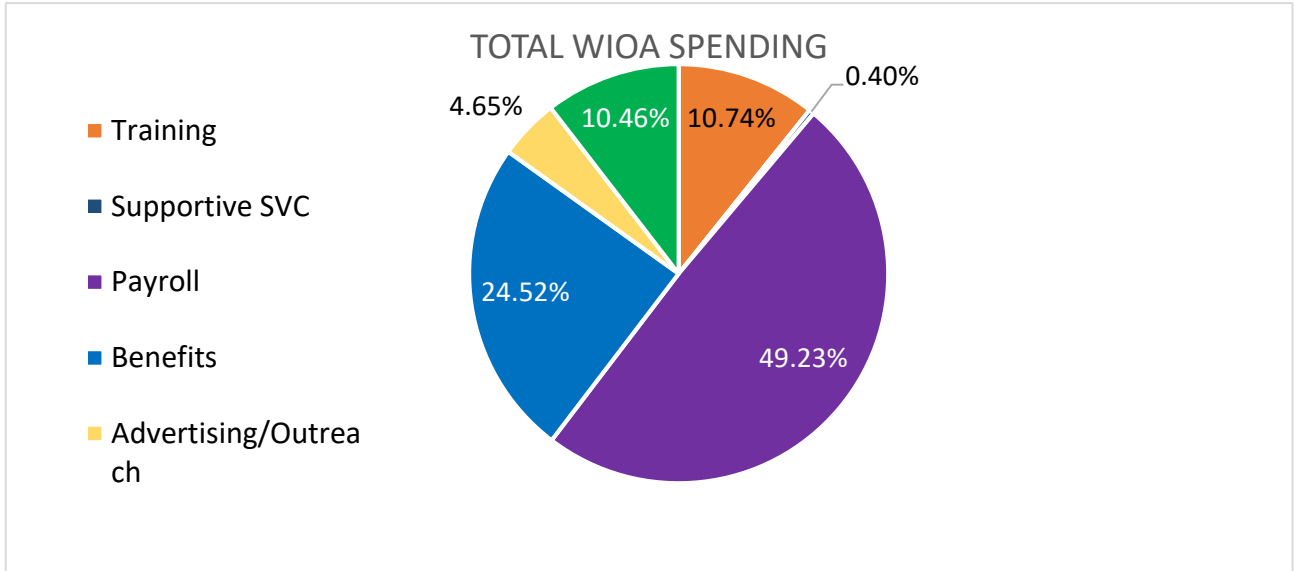
## SULLIVAN COUNTY TRADES PROGRAMS



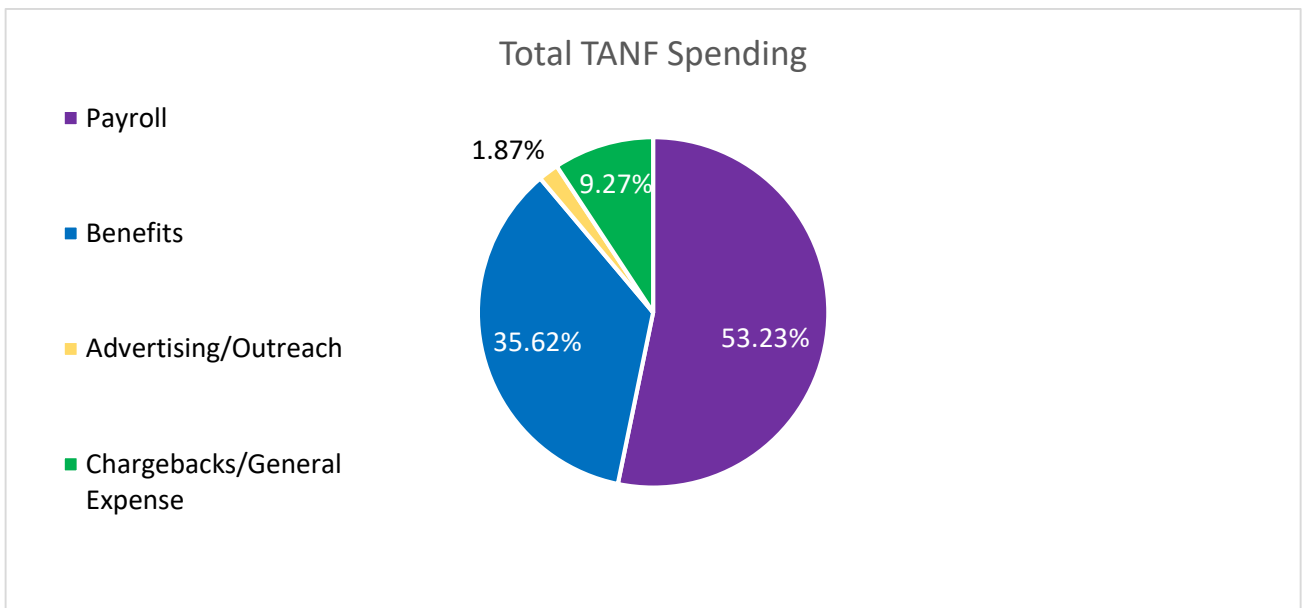
\*The Sullivan County Legislators approved and backed a construction trade pilot in conjunction with Sullivan county BOCES, administered by the center for workforce development. This funded participants not eligible under WIOA to learn a trade, enter the workforce, or increase skills for a better career. The construction pilot was a big success which lead to the next trade of Welding. Trades programs will continue in 2024 for in demand jobs.



## FINANCIAL SPENDING



\*Total spent for program year 2022 FUNDING JULY 1, 2021 THRU JUNE 30, 2023



\*TOTAL SPENT FOR FISCAL YEAR 2023