

Workforce Innovation and Performance Committee of the Monroe County/Rochester Workforce Development Board
Meeting Minutes
RochesterWorks, Inc., 255 N. Goodman St.
Tuesday, December 3, 2019
8:00-9:00 AM

Present: Richard Turner, Randy Andre, Edie Arlauckas, Romanda Gibson-Stevenson, Jane Sullivan, Thomas Schulte

Staff and Guest: Lee Koslow, Peter Pecor, Viatta Carter, Antwan Williams, John Premo, Kyle McCarthy, Mary McKeown

Approval of Minutes:

A motion to approve the September 10, 2019 meeting minutes was made by Richard Turner and seconded by Romanda Gibson-Stevenson. The motion was carried unanimously

Update on Program Year 2018 Performance and Monitoring:

Lee began the discussion by providing an update on our Program Year 2018 performance. We recently received the numbers for the full Program Year, July 2018 - June 2019, for our WIOA Title I Adult and Dislocated Worker programs.

Lee compared current year and last year numbers, Employment Rate (Q2). The table on the right represents the current year and the table on the left represents the comparison with last year and the top row indicates our actual performance percentage. If the number is bigger on the left and smaller on the right, that means we did a little bit better last year than we did this year, which is the case with our Employment Rate, 2nd Quarter after Exit. What we're looking at is a participant's Exit date, which is the last day that they received services. We look 2 quarters out to see if they are employed. Lee's numbers showed that we met or exceeded the Statewide Goal.

The first measure Lee discussed was the Employment Rate, 2nd Quarter after Exit. This is one of two measures of how well our services may be impacting employment for individuals who receive our services. It's not really a placement rate, but is a good basis for comparison in terms of who is doing what in terms of employment after they finish receiving services from us. With our Adult and Dislocated Worker numbers, we are well above the goal, a little bit lower than end of year last year, but they increase from quarter to quarter. We are well above the statewide average as well with both Adult and Dislocated Worker measures. We do not have a negotiated goal for last program year, nor this program year, and this has not adversely affected us to this point.

The next measure Lee reviewed was the 4th Quarter after Exit. This kind of approximates a job retention measure, but it doesn't really because you do not have to be employed in Quarter 2 after Exit to be included in the Quarter 4 measure. We are smaller on the right side for this program year, compared to last program year, but well above the goal.

Lee also discussed Median Earnings, which is measured 2nd Quarter after Exit. This includes only 1 quarter of earnings, so for an annualized salary, you would multiply that by 4. Adult is a little bit lower than last year and Dislocated Worker is higher than last year, following the statewide trend.

The next measure Lee reviewed was the Credential Attainment rate, which takes a look at anybody that was enrolled in education or training, what percentage of them got an industry recognized credential within 1 year after their Exit date. There is no Goal yet, as it is still a baseline measure for our Adults and Dislocated Workers. We're higher than

last year, the numbers are a little bit bigger, we're better than the Statewide average for Adults and we're lower than the Statewide average for Dislocated Workers.

Lee also discussed the quarterly participant monitoring review schedule. This review includes both a look at One Stop Operating System (OSOS) data (for all selected records) and a paper file review (for training records only). This review is done for the Goodman Street Adult/Dislocated Worker program, Goodman Street Youth (those co-enrolled in the Adult program), the Waring Road Career Center Adult/Dislocated Worker program, Trade Act for both Career Centers, as well as the St. Paul Street Career Center for those co-enrolled in the Adult/Dislocated Worker program. Lee provided a summary for the 4 quarterly file monitoring reviews for the last program year. The Records Monitored is the actual number of participants that are being monitored, on average, at each Career Center. It's a quarterly average. The Findings per Record is kind of a baseline number. There are 23 different data elements that are being reviewed in all the records that are being examined, to see if they pass or fail. There are 4 additional elements for Trade Act Customers. After 90 days, a follow-up report is completed, which will indicate the number of Findings Resolved and the number of Findings Unresolved, which is an average number per quarter.

Revisions to WIOA Policy 101: Priority of Service:

Lee discussed revisions to 2 policies that will be going before the full Board in 2 weeks. The first revision is to our policy on Priority of Service. Our Priority of Service policy contains Veterans' Priority of Service. It also contains priority in terms of our Adult funding, particularly for Training, in which one must be of low income, or earning \$15.00 or less per hour if employed. It also covers who's eligible to receive our Work Experience Tryouts, also known nationally as transitional services. It was brought to our attention that we need to have a requirement, because it's a requirement in the WIOA Law, that the only individuals who are eligible for Work Experience Tryouts, or transitional jobs, are those who fall into 1 or both of 2 categories, which are Chronically Unemployed and/or Inconsistent Work History.

Lee shared the proposed definition of both terms as follows:

- Chronically Unemployed means that a worker has been unemployed, as defined by the Bureau of Labor Statistics, for at least:
 1. Six (6) of the past 24 months, or
 2. Fifteen (15) of the past 60 months.
- Inconsistent Work History means that a worker has been employed:
 1. In the same occupation or industry for 39 or fewer months during the past five (5) years, or
 2. With three (3) or more different employers during the past five (5) years, or
 3. With a staffing agency for at least six (6) months during the past two (2) years, or
 4. With a staffing agency for at least 15 months during the past five (5) years, or
 5. For fewer than 60 months during their lifetime.

Randy Andre suggested that the definition of inconsistent work history be modified to include recently discharged veterans.

Revisions to WIOA Policy 104: Individual Training Account (ITA) Guidelines:

Lee advised that this is a temporary increase in the maximum ITA amount for Adults and Dislocated Workers through June 30, 2020. The current maximum amount is \$7,500.00. There is an exception for the maximum amount of \$5,000.00 for Commercial Driver License (CDL) training.

Lee also defined Changes to the One-Time Grant Rule, which resets every 7 years. The changes include:

- Specify that the rule applies even if other grant funds, such as NDWG, TAA, or H-1B, were used.

- Exception for instances in which ITA funds were improperly or incompletely spent due to the actions of the LWDB, Career Center staff, or a training provider.

Featured Discussion: How RochesterWorks! Business Services Reaches Local Employers:

Lee reminded everyone of a question that came up at our last meeting centering on what we are doing for our incumbent workers. With folks that are working, how we find them. The Business Services department is the RochesterWorks! department that has the best connections with the employers that have the incumbent workers.

Kyle McCarthy from the Business Services Team gave a brief background on the Business Services Team and their role within RochesterWorks! Kyle explained how they're responsible for bringing companies to RochesterWorks!, using RochesterWorks!, posting jobs, hosting and collaborating on recruitment events and engaging with customers that are connected with us. Much of their time is spent outreaching to businesses and handling incoming inquiries. Their services are free to employers who need recruitment support, including posting their jobs free of charge and getting the jobs into the Department of Labor Job Bank.

Kyle also explained the following 2 types of grants that are available to employers:

1. **Work Experience Tryouts - For New Hires:** This program allows companies to try out candidates engaged with or referred by RochesterWorks! to see if their skills and work habits are a fit for an open position. A candidate will work on-site at the employer's location, but will be employed by a staffing agency. Their wages will be 100% subsidized and paid for by RochesterWorks! Work Experience Tryouts can last 2-4 weeks with the ultimate goal of having the employee transition into permanent employment with the company.
2. **On-the-Job Training Grant - For New Hires:** With this grant, RochesterWorks! helps companies identify potential candidates to fill their open positions. Candidates will go through the company's traditional screening process and the company will decide if they'd like to hire the candidate. If hired, the grant will reimburse the company for a portion of the wages while the candidate is on-the-job learning new skills. OJT grants currently reimburse up to a maximum of \$5,000.00 per new hire. All training must be completed within 4 months (640 hours). Companies are limited to 3 OJT grants per our program year.

In closing, Kyle mentioned ways in which RochesterWorks! helps to educate businesses, which include: monthly newsletters, social media including LinkedIn and Facebook, job posting, mini-job fairs, industry specific job fairs, customized recruiting events, Career Conferences 2x per year, cold outreaching to employers, staff referrals, meet and greets and workshops.

Lee wrapped up the discussion posing the question, Where the money is focused and what we're able to do with new hires, what can we do with current employees and incumbent workers? From the standpoint of the reach that the Business Services Team has with different businesses in Monroe County, what creative ideas can we come up with and what more can we do?

Next Meeting Scheduled: March 3, 2020

Meeting adjourned at 9:17 AM
Submitted by: Mary McKeown

Reviewed by:
Lee Koslow 12/16/2019