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Columbia Economic Development Corporation

MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
WORKFORCE DEVELOPMENT AND EDUCATION COMMITTEE
Thursday, February 8, 2018
4303 Route 9
Hudson, New York

A regularly scheduled meeting of Columbia Economic Development Corporation's (CEDC) Workforce Development and Education Committee was held at their offices located at 4303 Route 9, Hudson, NY 12534 on February 8, 2018. The meeting was called to order at 4:00pm by Mr. Jones, Acting - Committee Chair.

Attendee Name	Title	Status	Arrived/ Departed
Ruth Adams	Committee Member	Present	
Russell Bartolotta	Committee Member	Excused	
James Calvin	Committee Member	Excused	
Tish Finnegan	Committee Member	Present	
Triona Fritsch	Committee Chair	Present	
Tony Jones	Committee Member	Present	
James Lapenn	Committee Member	Excused	
John Lee	Committee Member	Excused	
Michael Polemis	Committee Member	Present	
Maria Suttmeier	Committee Member	Present	
F. Michael Tucker	President/CEO	Present	
Andy Howard	Counsel	Percent	
Brandon Dory	Project Manager	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Martha Lane	Business Development Specialist	Present	
Erin McNary	Bookkeeper	Present	Departed 4:45pm
Carol Wilber	Marketing Director	Excused	

Mr. Jones reminded the Committee they needed to elect a chair. He asked for volunteers to fill the vacancy, or who would be willing to become Acting – Chair. Dr. Suttmeier asked what the position would require. Mr. Tucker stated the Chair should define goals and tasks. Mr. Jones suggested that the Chair should help keep the Committees focus on what was attainable for CEDC. Several committee members suggested James Lapenn. He stated he would communicate with Mr. Lapenn regarding his interest in serving as Committee Chair.



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Mr. Tucker informed the board that the businesses listed in the Chamber membership guide had been matched with the school district they were located in. Staff directories from each school district had been entered into a spreadsheet resulting in a list of 1400 names and email addresses. Mr. Tucker stated he had begun a discussion with BOCES regarding the preference for bringing student to the businesses or the businesses to the teachers.

Mr. Tucker referenced the Warren County BOCES Career Jam, which brought 8th and 9th grade students, educators and employers together to discuss jobs and skills, (see handout). He informed the Committee that the Governor had announced workforce funding would be available via the CFA process.

Mr. Tucker informed the Committee he has discussed with President Campion of Columbia-Greene Community College and Empire State Development, developing a program focused on workforce training. He noted staff had identified a number of small fabrication businesses in metal, wood and masonry. He suggested training for those businesses could be combined with the proposed College historic rehabilitation program to develop a curriculum which would be utilized by a large number of businesses.

Mr. Tucker reminded the Committee that at the December CEDC board meeting, the Board had discussed partnering with schools of issues of workforce development. Ideas included CEDC acting as convener of business and school superintendent conversations; developing and potentially fund internships and or summer jobs with non-profit institutions; developing coordinators and mentors in order to maximize participation.

The Committee discussed options and made suggestions. They felt it would be important to have a diverse group; The information needs to be available digitally and social media should be utilized; need to attract those students not completely engaged; there should be a tie to employment. They discussed if the program should be a summer program or held during the school year.

Ms. Suttmeier cautioned about being too broad. She noted there were many other groups having similar conversations about the same ideas. Mr. Polemis suggested determining how to best leverage the \$25,000 CEDC was able to contribute. He suggested finding partners who would make significant financial contributions.

The Committee discussed the Saratoga Economic Development Corporation Career Jam, noting it could be mirrored in Columbia County.

Mr. Jones summarized the meeting goal points:

1. Job fair



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2. Columbia Greene Community College Fabrication program - CFA application
3. Summer Junior Leadership Program – strengthened
4. Fall Internship program – 11th and 12th graders
5. Columbia County “Career Jam” – Fall 9th and 10th graders.
6. Funding partnerships

Minutes:

Ms. Finnegan made a motion, seconded by Mr. Polemis to approve the minutes of September 17, 2017. Carried.

Mr. Tucker asked Mr. Dory to present the latest graduation statistics form 2017. Mr. Dory stated the statistics remained the same form 2016 to 2017. Mr. Tucker stated he would send a link to the Committee. Mr. Jones noted seniors increased from 2016 to 2017, Mr. Tucker noted the drop out rate had lessened from the previous year. Mr. Dory noted that the number of advanced Regents diplomas had dropped while the number of regular Regents diplomas had risen.

The members discussed and agreed that a mission statement should be developed for the Committee, enabling the members to focus on a stated goal.

With no further business to come before the committee and no public present, *Mr. Polemis made a motion, seconded by Ms. Finnegan to adjourn the meeting. Carried. The meeting was adjourned at 5:03pm.*

Respectfully submitted by Lisa Draushuk