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MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
WORKFORCE DEVELOPMENT AND EDUCATION COMMITTEE
Thursday, August 1, 2019
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 August 1, 2019. The meeting was called to order at 4:05pm by Chair Lapenn.

Attendee Name	Title	Status	Arrived/ Departed
Ruth Adams	Committee Member	Present	
Russell Bartolotta	Committee Member	Excused	
James Calvin	Committee Member	Excused	
David Fingar	Committee Member	Excused	
Tish Finnegan	Committee Member	Present	
Derek Grout	Committee Member	Present	
James Lapenn	Committee Chair	Present	
John Lee	Committee Member	Present	
Maria Suttmeier	Committee Member	Excused	
F. Michael Tucker	President/CEO	Present	
Andy Howard	Counsel	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Martha Lane	Business Development Specialist	Present	
Erin McNary	Bookkeeper	Present	
Carol Wilber	Marketing Director	Present	
Kayla Duntz	Student Intern	Present	

Minutes:

Ms. Finnegan made a motion, seconded by Mr. Grout to approve the March 7, 2019 minutes as presented. Carried.

2019 Junior Career Institute Update:

Ms. Wilber stated she sent a packet of information to the homes of the 15 students selected to participate in the program. The packet included a congratulatory letter, information about the program, a parent/guardian



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permission form and a career interest survey. Ms. Wilber stated the program included 4 – 4 hour sessions, to be held at Columbia-Greene Community College on Sept. 21, Oct. 5, Nov. 2 and Dec. 7. Ms. Wilber stated she is working with C-GCC to develop the curriculum; the first two sessions have been drafted. Mr. Lapenn requested the program curriculum be distributed to the committee when it became available. Ms. Finnegan asked how the students had been selected. Ms. Wilber noted that students were selected by Superintendents based on interest, motivation and likeliness to successfully complete the program. Special consideration was given to those student who traditionally face barriers to success.

BOCES STEAMing Towards Success:

Mr. Tucker reviewed the past discussion with Mr. Church held at the prior Workforce Committee meeting. He informed the Committee Mr. Church had called to discuss a new idea that would introduce teachers to local businesses. **The event would be held on 11/14/19.** Mr. Tucker stated Questar was seeking sponsorships and CEDC would be invited to sit on the panels and would assist in inviting businesses. Mr. Tucker stated Questar had added the creative factor into the event. The Committee agreed to move forward and contribute \$1,500 to the event.

Mr. Tucker stated the Career Jam could be pushed to **2020**, allowing time to identify teachers and businesses able to participate.

Mr. Tucker drew the Committees attention to the list he handed out with list of projects. He reviewed the list with the Committee.

Labor-Educational Roundtable: In conjunction with Greene County, includes WIB, Chambers, Greene and Columbia IDA's. The event is anticipated in October or November 2019

Government Workforce Funding Initiative: CEDC needs to be the link from the College to businesses and other applying for funding. *Planned for 2019.*

Apprenticeship Summit: Mr. Tucker and Ms. Wilber will attend and will assist in marketing to Columbia County businesses. *Planned for 2019.*

Mr. Tucker informed the Committee he met with Kite's Nest and several others from the City of Hudson and invited them to the next Workforce Meeting.

Mr. Tucker stated he had been assisting a group applying for the Etsy Make City Grant.

Mini-Grant Program:



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Mr. Tucker suggested CEDC offer two to three \$1,500 grants. The Committee discussed smaller grants and the audience they should be directed to.

Administrative Matters:

The Committee discussed the Committee meeting time and suggested staggered meeting times. It was decided that beginning in January 2020, the Committee would try the staggered time schedule to allow an opportunity for all board members to attend.

With no further business to come before the committee and no public present, *Mr. Lapenn made a motion, seconded by Mr. Grout to adjourn the meeting. Carried. The meeting was adjourned at 5:14pm.*

Respectfully submitted by Lisa Draushuk