



Choose Columbia

Columbia Economic Development Corporation

COLUMBIA ECONOMIC DEVELOPMENT CORPORATION

NOTICE OF MEETING

Please take notice that there will be a meeting of the Columbia Economic Development Corporation Workforce and Education Committee held on November 5, 2020 at 8:30am for the purpose of discussing any matters that may be presented to the Committee for consideration. This meeting will not be open to the public due to COVID-19, but they may attend and participate in the meeting via ZOOM conference call. **Meeting Information:**

<https://us02web.zoom.us/j/87327606316?pwd=Q01RaWppQVNtU3FsOEs4NWs2S2Uvdz09>

Meeting ID: 873 2760 6316 , Passcode: 816424

One tap mobile +19292056099,,87327606316# US (New York)

Dial in 1 929 205 6099 US (New York) , Meeting ID: 873 2760 6316

Dated: July 30, 2020

Sarah Sterling, Secretary

Columbia Economic Development Corporation

CEDC Workforce and Education Committee

Agenda

| | | |
|-------------------------|----------------|-------------|
| Chairman – James Lapenn | Carlee Drummer | Derek Grout |
| Ruth Adams | David Fingar | John Lee |
| Russell Bartolotta | Tish Finnegan | |

1. Minutes, August 6, 2020*
2. Project Updates
 - a. Junior Career Institute
 - b. Questar III's Youth Apprenticeship Program
 - c. Career Jam
 - d. Junior Achievement
 - e. Arts in Education
 - f. Coding Initiative
 - g. CGCC-BTCF Education Forum
 - h. Mini Grant Program
3. Public Comment

Attachments:

Draft August 6, 2020 minutes

- * Requires Approval



DRAFT

Choose Columbia

Columbia Economic Development Corporation

MINUTES COLUMBIA ECONOMIC DEVELOPMENT CORPORATION WORKFORCE DEVELOPMENT AND EDUCATION COMMITTEE

Thursday, August 6, 2020

One Hudson City Centre

Suite 301

Hudson, New York

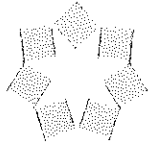
A regularly scheduled meeting of Columbia Economic Development Corporation's (CEDC) Workforce Development and Education Committee was held via conference call due to the COVID-19 pandemic on August 6, 2020 at 4:06 pm.

| Attendee Name | Title | Status | Arrived/ Departed |
|--------------------|---------------------------------|-------------------|-------------------|
| Ruth Adams | Committee Member | Present via Phone | |
| Russell Bartolotta | Committee Member | Excused | |
| David Fingar | Committee Member | Present via Phone | |
| Tish Finnegan | Committee Member | Excused | |
| Derek Grout | Committee Member | Excused | |
| James Lapenn | Committee Chair | Present via Phone | |
| John Lee | Committee Member | Present via Phone | |
| Carlee Drummer | Board Member | Present Via Phone | |
| F. Michael Tucker | President/CEO | Present via Phone | |
| Andy Howard | Counsel | Excused | |
| Lisa Drahushuk | Administrative Supervisor | Present via Phone | |
| Martha Lane | Business Development Specialist | Present via Phone | |
| Erin McNary | Bookkeeper | Excused | |
| Carol Wilber | Marketing Director | Present via Phone | |
| Katherine Higgins | Consultant | Excused | |

Mr. Lapenn noted, Dr. Suttmeier's resignation reduces the number of committee members. The Committee would consist of seven voting members and one non-voting member. He felt that 4 votes would constitute a quorum. He suggested a vote be taken on the Minutes, Charter and Discharged Duties. He noted that CEDC Attorney Howard should review the votes and if they were invalid, they could be retaken at a future meeting.

Minutes:

Mr. Lee made a motion, seconded by Ms. Adams to approve the minutes from August 1, 2019. Carried.



DRAFT

Choose Columbia

Columbia Economic Development Corporation

Workforce and Education Committee Charter:

Mr. Lapenn noted the several minor corrections had been made to the Charter, but nothing of substance had been changed from the prior version. *Mr. Fingar made a motion, seconded by Ms. Adams to approve the Charter as presented. Carried.*

2019 Workforce and Education Committee Discharged Duties:

Ms. Adams made a motion, seconded by Mr. Lee to approve the document as presented. Carried.

2019 Junior Career Institute:

Ms. Wilber stated CEDC was partnering with Greene County, the Columbia and Greene County Chambers of Commerce, and Columbia Greene Community College to develop the fourth year of the program. The program is planned to be live, online and likely utilizing Zoom. The sessions would be interactive and include live speakers, classroom instruction and videos of local employers. A micro-internship will be offered to graduates upon completion of the course. She noted the budget is anticipated to be less than \$1,000. Mr. Lapenn asked about the internship for the 2019 class. Ms. Wilber stated they were still working through the details but stated it would be offered to them.

Questar III's Youth Apprenticeship Program:

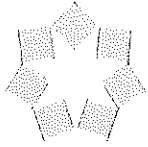
Mr. Tucker stated the program appears to be Hudson Valley Community College centric. Ms. Wilber stated the focus was on construction, HVAC, welding and heavy equipment. The concern is the students will be tied to Capital District area. Mr. Tucker felt the initial program should be replicated utilizing the CGCC options. Ms. Drummer stated she had begun talks with Toyota to expand their auto tech program into a pipeline into employment. Mr. Tucker stated he and Carol need to keep Questar's attention on CGCC programs.

Career Jam:

Mr. Tucker stated he had been meeting with Greene County and Ken Blass of Blass Communications to discuss replicating the Career Jam into a virtual event. He noted Mr. Church had done a small virtual event with three school districts. Mr. Lapenn asked about next steps. Mr. Tucker stated the meetings continued, as did follow ups. He and Ms. Wilber are narrowing industry clusters, then would begin to develop materials to entice businesses to participate in the event.

Junior Achievement:

Mr. Tucker gave an overview of the program stating the home organization was attempting to revitalize local groups. He stated they should have some content for the Career Jam program.



DRAFT

Choose Columbia

Columbia Economic Development Corporation

Arts in Education:

He had continued discussions with Sean Sawyer, Betsy Jacks and the school districts. The school districts are asking for packaged content that was ready to use, to eliminate additional work for teachers. He noted they have educational staff and existing video content. They had begun working on curriculum packages prior to COVID. He stated production was the issue. He noted CEDC is proceeding in an advisory role. Ms. Adams noted there was a great deal of content available. Mr. Tucker stated CEDC was in a supporting role.

Coding Initiative:

Mr. Tucker stated he worked with AlbanyCanCode for several years. He outlined the project, stating HDC has board members that were interested. He sponsored 2 students for the Kingston event, resulting in Katie Drake of the Workforce Investment Board getting the model for the program. She feels she will be able to get funding and begin a program in January. He stated he believes this will be a program where we assist in the beginning then step back.

CGCC-BTCF Education Forum:

Mr. Tucker stated he feels the program is on hold. Ms. Drummer stated she felt the program may happen in the fall of 2021, depending on what happens in the future.

Mini Grant Program:

Mr. Tucker stated there was no movement, and with the current climate, it will be on hold until it is clearer what will happen in the future. He felt that with COVID-19 there would be a greater demand for the grants. He stated he would do further research on the topic.

With no further business to come before the committee and no public present, the meeting was adjourned at 4:57pm.

Respectfully submitted by Lisa Draushuk