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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 March 4, 2021 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:**

Join Zoom Meeting <https://zoom.us/j/93479943248?pwd=ckYrTTZHM1hHNEZ0bkt3eG1YWVdzQT09>

Meeting ID: 934 7994 3248, Passcode: 187404 Dial 1 646 558 8656, Meeting ID: 934 7994 3248

Dated: February 23, 2021

Sarah Sterling, Secretary

Columbia Economic Development Corporation

CEDC Workforce and Education Committee

Agenda

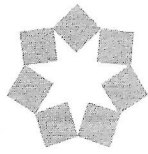
Chairman – James Lapenn	Carlee Drummer	Derek Grout
Ruth Adams	David Fingar	John Lee
Russell Bartolotta	Tish Finnegan	

1. Minutes, January 14, 2021*
2. Project Updates
 - a. Career Jam
 - b. 2020/2021 Junior Career Institute-Micro Internship Program
 - c. Questar III's Youth Apprenticeship Program
 - d. Coding Initiative
3. Public Comment

Attachments:

Draft January 14, 2021 minutes

* Requires Approval



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MINUTES COLUMBIA ECONOMIC DEVELOPMENT CORPORATION WORKFORCE DEVELOPMENT AND EDUCATION COMMITTEE

Thursday, January 14, 2021

One Hudson City Centre

Suite 301

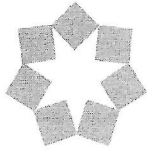
Hudson, New York

A regularly scheduled meeting of Columbia Economic Development Corporation's (CEDC) Workforce Development and Education Committee was held via Zoom due to the COVID-19 pandemic on January 14, 2021 at 8:30 am.

Attendee Name	Title	Status	Arrived/ Departed
Ruth Adams	Committee Member	Present via Zoom	
Russell Bartolotta	Committee Member	Excused	
David Fingar	Committee Member	Present via Zoom	
Tish Finnegan	Committee Member	Present via Zoom	
Derek Grout	Committee Member	Excused	
James Lapenn	Committee Chair	Present via Zoom	
John Lee	Committee Member	Present via Zoom	
Carlee Drummer	Board Member	Present Via Zoom	
F. Michael Tucker	President/CEO	Present via Zoom	
Andy Howard	Counsel	Excused	
Lauren Cranna	Business Development Partner	Present via Zoom	
Lisa Drahushuk	Administrative Supervisor	Present via Zoom	
Martha Lane	Business Development Director	Present via Phone	
Erin McNary	Bookkeeper	Present via Zoom	
Carol Wilber	Marketing & Communications Director	Present via Zoom	
Ileana Morales	Marketing Specialist	Present via Zoom	
Jim Church	Questar III	Present via Zoom	
Ryan Van Amburgh	Small Business Solutions Center	Present via Zoom	
Bill Teator	Small Business Solutions Center	Present via Zoom	

Minutes:

Mr. Fingar made a motion, seconded by Ms. Adams to approve the minutes from November 5, 2020. Carried.



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Workforce and Education Committee Charter:

Mr. Lee made a motion, seconded by Mr. Fingar to approve and recommend the Charter to the full Board as presented. Carried.

2020 Committee Discharged Duties:

Mr. Fingar made a motion, seconded by Ms. Adams to approve and recommend the committee discharged duties to the full Board. Carried.

Project Updates:

Questar III's Youth Apprenticeship Program:

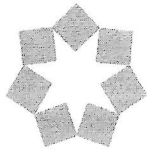
Ms. Wilber introduced Mr. Church noting the program was working with HVAC, construction technology, welding and heavy equipment and maintenance Questar programs. Jim Church gave an update of the program. He noted the program was based on an existing program in the Fingar Lakes, based on a Department of Labor's Apprenticeship program. The program will be a commitment of 2 years. The first would be a 10-20 hours of job shadowing, allowing the students to get a feel for the skills. This would be followed by a paid work apprenticeship opportunity in the student's senior year. A matching event will be held allowing employers to offer students the opportunity to have a 200 hour paid apprenticeship with the business. During their time at Questar, the students will be required to maintain a certain GPA, have a limited number of absences and also a level of class participation. Additionally the students will be taking 3 college courses with Hudson Valley Community College allowing them to graduate with 9 credits. Following graduation, the businesses will have the opportunity to offer employment. Currently there are 17 businesses signed up for the program. 2 located in Columbia County. Currently 50 students are signed up, 27 from Columbia and Greene Counties.

Mr. Lapenn asked what the role for CEDC would be, Mr. Tucker stated CEDC would be a facilitator. He felt getting the word out and highlighting the program would be helpful. Dr. Drummer noted Columbia Greene Community College is unable to assist with any of the programs, but asked Mr. Church to contact her for future involvement.

Career Jam:

Mr. Tucker gave an overview of the project to date, noting the principals were currently organizing three events, including Capital Region BOCES and the Saratoga BOCES, as well as the Columbia Greene event. Ms. Wilber introduced Ryan Van Amburgh and Bill Teator.

Mr. Van Amburgh gave an overview of the program noting it had been re-developed into a virtual event to take place over a period of weeks and available to students and their parents 24/7. He stated students would create their own password and enter virtual lobbies. He noted the program would reach the students in the two counties, the 12 school districts totaling 1900 students. He stated they would



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be partnering with Junior Achievement (JA Inspire) who would provide teacher resources to be used if they wished. He stated the program had 24/7 access over a period of weeks.

Mr. Van Amburgh noted student privacy would be protected allowing no identification of the individual students. He noted the program was designed for multiple accesses by the students, their parents over an extended period of time. The program would include “booths”, “lobbies” an “auditorium”. He noted that there would be a live day where students can interact with employers. Mr. Van Amburgh stated they plan to incorporate the virtual and the live programs after COVID.

The anticipated start date was March 30th. Mr. Lapenn asked when the Columbia Greene virtual site would be ready. Mr. Van Amburgh stated the goal was to have it ready by the anticipated start date of March 30th, but that date would need to be flexible as the work was being done by a third party. He noted they were working with Questar III on student sign up. Ms. Wilber stated she has a list of business to be targeted. Marketing materials will be sent to the businesses. CEDC would also be contacting the school districts. Mr. Van Amburgh stated the registrations would go through their website, and they would act as a resource for content for the businesses.

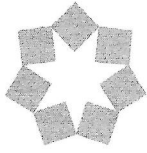
Mr. Lapenn asked if the staffing and financial requirements were at a level where this program is able to move forward. Mr. Tucker stated there was a team available between Columbia and Greene counties. He noted the software was being shared between the three events which assisted in the cost. Ms. Wilber felt the majority of the work is keeping everyone informed and making sure all are completing the necessary tasks. Mr. Tucker stated there was an additional \$5,000 due on the project. Ms. Wilber stated she felt the program should be opened to all students, not limited to the 8th and 9th grade students, and the program would remain open until May 1st.

Mr. Lee asked that the program be opened up to the teachers, to allow the teachers to connect to the businesses, allowing them to understand the different perspective. Ms. Adams asked that businesses be allowed to sign up on a short notice.

Mr. Lapenn asked that the topic be added to the full Board agenda under the Workforce update. Mr. Tucker stated he would have them present the PowerPoint presentation at the full Board meeting.

Junior Career Institute:

Ms. Wilber stated the micro internships have been postponed due to COVID-19 based upon input from the businesses. She stated the students would have a choice of Spring or Summer internships. She stated short monthly check-ins would be held with the students, including speakers and activities. She noted the 2019 graduates would be participating in the micro-internships as well.



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Coding Initiative:

Mr. Tucker stated the program generated significant interest in the program especially in Hudson. He reminded the Committee, CEDC had sponsored 2 students last year. He noted that partnering with the Workforce Investment Board would be vital to CEDC's participation.

Mini Grants:

Mr. Tucker has not given up on the program, giving small grants to teachers to be used that met the program parameters to be set by CEDC.

With no public present and no further comments, Mr. Lee made a motion, seconded by Mr. Finger, to adjourn the meeting at 5:20pm.

Respectfully submitted by Lisa Drahushuk