

Westchester-Putnam Workforce Development Board
2015-2016 ANNUAL REPORT





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Robert Astorino
Westchester County Executive

Westchester County is the magnet for economic development and growth. Small businesses and entrepreneurs play a major role in this expansion.

They are the visionaries that create products and or services that keep our economy strong. These businesses create jobs for our residents, which has kept our unemployment at about 4% today, which is a far cry from the almost 8% when I took office seven years ago. Their success relies heavily on having a highly qualified workforce. Business and community leaders identify talented workforce, among Westchester’s top three economic attributes. The others are accessibility and quality life. We are pleased that our public workforce system, efficiently overseen by the Workforce Development Board, has remained a key player in connecting businesses to the public workforce resources that help them identify and train workers to support their businesses. I want to thank the local businesses that have trusted and relied on our services; and those who have volunteered and served in a variety of capacities to help align our resources with the workforce needs of the business community. I also want to thank the members of the Board and the workforce partners who have helped to make workforce services a priority of our county.



MaryEllen Odel
Putnam County Executive

Preparing our workforce for maximum employment is a priority for Putnam County Government.

This year the Board launched the Jobs Waiting program which is a phenomenal opportunity that is open to the long term unemployed residents in seven of the Hudson Valley’s counties. I am thrilled that Putnam is one of those counties. Any resident, who has been out of work for more than six months, now has a chance to begin a career in an industry that continues to thrive, healthcare. Participants can receive funding for training to kick start, continue or complete career preparation for the healthcare industry. More importantly, once training is complete, the program works with participants to connect them to real healthcare jobs. This project and others like it, have given our residents concrete opportunities to prepare them for careers that pay high wages and are more sustainable. I attended the Connections for Success and the Youth Summits this year and was encouraged by the energy and enthusiasm that is being generated for small business and our youth. I encourage Putnam’s local business community to utilize Hire Westchester- Putnam as a valuable resource. My appreciation is extended to the Board and all who work through the year to develop a strong workforce which makes our region an attractive business location.



A partner of the American Jobs Centers Network



Robert P. Astorino
Westchester County Executive



MaryEllen Odel
Putnam County Executive



Department
of Labor

Andrew M. Cuomo
Governor



Donovan Beckford, Executive Director, Westchester-Putnam Workforce Development Board

The Workforce Innovation and Opportunity Act (WIOA) (2014) replaced the Workforce Investment Act (WIA) 1998 on July 1, 2015. WIOA brought new requirements that are intended to better align the workforce system so that its many parts may work more coherently to better serve our businesses, workers and jobs seekers.

Besides the expected administrative changes that included, designating our local workforce area and using new criteria to appoint local board members, the legislation introduced new ideas intended to enhance the quality of our workforce services. These included the requirements to establish sector partnerships, career pathways and apprenticeships. The legislation further called for more regional partnerships. Westchester-Putnam was ready for these changes, because we had begun these initiatives in advance of the legislation. However, we welcome this legislative push to enhance our regional partnerships and business sector strategies.

The work on career pathways was accelerated; and we look forward to launching our strategies in the fall 2016 in healthcare, advanced manufacturing, hospitality and professional services on WIOA implementation. We are on target.

The work that began last year on READI (Reliability, Enthusiasm, Attitude, Dependable and Initiative) based on local business leaders key workplace attributes, has resulted in a soft skills curriculum that will be made available to youth services agencies in both counties and beyond to help them to better prepare youth for the workplace.

We are very grateful to our County Executives and their respective staff for their consistent support throughout the year. Thanks to our Career Centers and affiliates; the Workforce Development Academy for Youth (WDAY) and partners who have succeeded in providing excellent services to our customers. Thanks to all our staff for their individual and combined efforts.

Finally, on behalf of our system, expression of gratitude to our Board members who have taken their responsibility seriously and are proactive in ensuring oversight and accountability of our system.



David Singer, Chair, Westchester-Putnam Workforce Development Board

Our career centers provide invaluable services to businesses; and many have taken advantage of these services and resources. However, I believe far more businesses, especially small businesses could use our services. So, I am very pleased that our business engagement committee took on this challenge and was able to create a solution in our new marketing and promotion initiative. Absent a major public relations campaign for several years, our career centers have delivered quality services to ensure we move skilled workers into the workforce. As we end this year, there are several projects that we can count as successes. I am particularly interested in the launch of career connections and the READI curriculum. Career Pathways will invest in our workers to complete careers and relevant credentials coupled with concurrent employment. The middle skills report which was recently published will help and will guide this effort. READI will provide a free curriculum to those who serve youth to guide their preparation for entry into the workforce. We continue to focus on what matters in workforce and that motivates me and my colleagues on the Board. Thanks to all for your support for the past year and please join us for the ensuing year.



Mr. Glazer is responsible for the overall operation of ENT and Allergy Associates (ENTA) and focuses his attention on physician recruitment, mergers and acquisitions and strategic planning. Mr. Glazer is an ad-hoc member of all Board Committees and reports directly to the President of the group.

ENTA consists of over 170+ MDs in 42 locations in the NY/NJ metro region. He joined ENTA in December 1997 and has over 40 years of healthcare experience in finance and operations, information technology, managed care contracting, mergers and acquisitions, physician recruitment and healthcare marketing.

OASIS, Otolaryngology/Allergy Specialty Insurance Services, a self-funded self-insured Medical Malpractice Captive was formed by the partners at ENTA in 2008. Mr. Glazer serves as the Vice President/ Secretary of this Vermont domiciled insurance company. He has served on the Leadership Council as President – Association of Otolaryngology Administrators (AOA) and has participated on ad-hoc committees of the American Academy of Otolaryngology & Head and Neck Surgery (AAO-HNS). He is a Board Member of the Westchester County Association, a Fortune 500 business think tank.

Mr. Glazer is a Program Coordinator for the Healthcare Career Workshop Courses at Fordham University and an Adjunct Professor at Pace University Graduate Program for Public Administration – Health Policy and was recently appointed to the NYS Ninth Judicial District BAR Grievance Committee for a 4 year term.

Prior to joining ENTA, Mr. Glazer worked as a hospital administrator at New York University Medical Center (1976-1985) where he was a Departmental Controller, Columbia Presbyterian Medical Center (1985-1993) where he served as the Treasurer, New York United Medical Center (1993-1996) where he was the Senior Director of Finance and Business Development.

Mr. Glazer transitioned to physician practice management in 1996 where he was the Vice President of Administration for ProHealth Associates, a multi-specialty sports medicine practice in Long Island. Mr. Glazer has a BS in Business Administration from the State University of New York and a Masters in Public Administration & Health Care-New York University.

Call to Order

David Singer, *Board Chair, President of Robison Oil*

WDB Business Items – See Agenda

Master of Ceremony

Joseph DiCarlo, *Senior Vice President of WestMed Medical Group*

Introduction of County Executives

Michael Piazza, *Commissioner, Putnam County Department of Social Services*

MaryEllen Odell

Putnam County Executive

Kevin Plunkett

Deputy County Executive, Westchester County

Introduction of Keynote Speaker

Amy Allen, *Vice President of Westchester County Association, Inc.*

Keynote Speaker

Robert Glazer, *Chief Executive Officer of ENT Allergy & Associates, LLP.*

Presentation of Honorees

Richard Greenwald, *President of Concorde Personnel Temporary Staffing*

Board Member Honorees:

Richard Friedman, *General Manager, DoubleTree Hotel*

Marissa Brett, *President, Westchester County Association*

Mark Ridgeway, *District Manager, NYSED ACCESS-VR*

Rosa Barksdale, *CEO, Barksdale Home Services*

Business Honorees:

WestMed

ENT Allergy Associates, LLC

Introduction of Testimonials

Dr. Marsha Gordon, *President/CEO of The Business Council of Westchester*

Youth: **Joyce Mott**

Carlos Priego

Adult: **Robin Balliram**

Arie Vializ

Closing Remarks

Donnovan Beckford, *Director of Westchester-Putnam Workforce Development Board*

Adjournment

David Singer, *WDB Chair*

One-Stop Services

The Putnam One-Stop Center for PY 15 provided staff assisted services and resources to over 2,430 customers as of 5/31/16. There were 5,506 job seekers who utilized the services and resources such as our resource room, tutorials and our social media workshops, and we anticipate an additional 527 by the end of 6/30/16, attaining a total of 6,033 customers.

ITAs

During program year 15, Putnam One-Stop has facilitated funding for skills enhancement and or career change. As of the present, we have sponsored a total of 17 ITA's for training programs that have total costs of \$38,279.00.

The breakdown per sector and category of the training is as follows:

- Healthcare (11) 4/AW & 7/DW
- Business/Office Support (4) 2/AW & 2/DW
- Transportation (2) 1/DW & 1/AW

Business Services

During this Program year we were able to work with 6 Employers to have Job Fairs/Job Recruitments at our One Stop. There were 194 Employers that we engaged in marketing with 911 job openings, as of 5/31/16.

Red Carpet Team

The Putnam Red Carpet Business Alliance continues to provide services to businesses in the county. The mission of the Red Carpet Team is to be the primary resource for inclusive business services in Putnam County, by improving communication with the business community; inspire and synchronize access to available programs, resources and benefits, as well as to provide professional guidance and direction to help solve business issues. This year an additional agency, ACCES-VR-NYS Education Department - Adult Career & Continuing Education Services joined the team.

Testimonials

From Cleopatra Henry-Chase:

"I am a graduate of The Bahamas Baptist Community College and am currently attending training as a Certified Nursing Assistant at the Hudson Valley Training Center in Peekskill, New York. I work part-time as a server at a country club restaurant and I'm soon to enter the CNA field. In February of this year, a close relative and I were discussing training and school in the nursing field. She imparted to me knowledge of a program in my locality designed to extend aid for this pursuit. I began researching on the matter out of immediate interest which lead me to arrive at the Putnam Workforce Partnership. Shortly after my finding, the esteemed representatives at the Partnership were able to convene with me and commence our work together. A clear and feasible solution to reach my objective was beginning formulation.

At the workforce I enjoyed a positive and constructive experience which granted me the fortune of being here today. I became familiar with a team of proficient and warm hearted individuals who showed

great enthusiasm in helping me with thoughtful input and guidance. One of these team members with whom I formed special correspondence provided me with counselling, advice and resources that were able to elevate me into the position of making my goal attainable. Mrs. Walezca Trzaskowski a member of the WIOA team is a lady of excellence for whom I hold outmost regards. The WIOA agency provides exceptional aid and opportunities for the public and those interested in higher learning. With sincere gratitude and my continued support I commend and applaud the successful efforts of this honorable organization who are certainly an essential asset to myself and the working community. I am completely satisfied with the outcome of my experience with the team and would not hesitate to recommend this program to others. I would like to thank all who worked with individuals like myself for giving us this privilege of being able to extend our education and apply it in the most effective and caring way. THANK YOU!"

From Lupita Sanchez-Torke:

"I have a bachelor's degree and master's degree in Biology. However, my background is mainly in plant science. Two year ago I decided to change directions in my career and to pursue a degree in nursing. I received a CNA training from Southern Westchester BOCES in 2014 and worked for one year as a nursing aid at Putnam Ridge Nursing Home in Brewster. While I very much enjoyed my work as a CNA, I realized that I was ready to take on additional responsibility. So I decided to work toward a LPN degree at Putnam Northern Westchester BOCES in Yorktown Heights.

My biggest concern about going back to school for one year was the financial stress it would cause to my family. So I was very excited to hear from a friend about the Workforce Innovation and Opportunity Act and the possibility to obtain financial assistance for my training from Putnam Workforce Partnership (PWP). I contacted PWP in July of 2015 and submitted my application for financial assistance shortly afterward. The staff at PWP was very helpful in answering all of my questions and guiding me through the application process. I am particularly grateful to Walezca Trzaskowski for her generous help during the interview and following up to see how I am progressing at BOCES.

I was notified that my application for financial assistant was approved and I began my program at PNW BOCES in September of 2015. I am very grateful for the financial assistance from PWP. This assistance has allowed me to attend school full time and focused on my studies. I am confident that my academic performance has been benefited greatly from the assistance from PWP. I am on track to finish my program in June of 2016 and will take the NCLEX examination to obtain my LPN License in July. Soon after that I will seek employment in the area of my training.

I am extremely appreciative of my interactions with PWP and would highly recommend the Program to anyone who meets the qualifications for financial assistance."

5th Annual Youth Summit

The Annual Youth Summit, a joint effort of the Westchester Putnam Workforce Development Board and the Business Council of Westchester conducted its 5th Annual Youth Summit. The summit brings together Westchester and Putnam Counties' youth ages 16-24 for a one day program of seminars, interactive workplace activities and motivational speakers for the purpose of providing information, career guidance for youth in the field of employment. The theme for this year's Youth Summit was "READI...AIM...HIRE. The program was held on March 23 at the Crowne Plaza Hotel in White Plains. The keynote speaker was Lucinda Cross, president of Activate Movement, a youth empowerment program, who delivered a message of hope and inspiration based on her experience in the federal corrections system to motivational speaker and best-selling author. Close to 300 youth attended this year's event.

Westchester Workforce Development Academy for Youth (WDAY)

The WPWDB's year round WIOA funded youth employment program continues to provide employment related resources and services to eligible youth. With the advent of WIOA the ages of eligible youth have been expanded to 24 years of age. 75% of the youth participants must be considered to be out of school youth. Services provided to the youth include counseling, tutoring, occupational training, leadership development, mentorship, ESL, summer employment, basic education, supportive services, preparation for entrance into higher education and employment. During the 2015 program year additional services as financial literacy, labor market information and entrepreneurship were included. During the past program year the WDAY surpassed all of the NYSDOL Performance Measures. In addition 91 youth entered higher education and 99 youth obtained employment.

Private Sector Youth Employment Program

The Private Sector Youth Employment program completed its sixth year of operation providing unsubsidized employment opportunities for Westchester County youth ages 18-24 through the cooperative efforts of Westchester employers. During the summer of 2015, 183 youth obtained employment at an average wage of \$9.37. The Business Council of Westchester continues to coordinate the project along with the efforts of youth agencies such as the cities of Mount Vernon, Peekskill and White Plains Youth Bureaus, Westchester Community Opportunity Program, Inc., SER of Westchester, and Westhab, Inc. Youth can participate each summer through registration at www.westchestersummerjobs.com.

Temporary Assistance to Needy Families (TANF) Summer Youth Employment Program

The New York State Office of Temporary and Disability Assistance continues to provide the Westchester County Department of Social Services with funding to subsidize employment for TANF eligible youth 14-20 years of age. The Department of Social Services distributes the funding to the WPWDB to operate the program. In the summer of 2015 a total of 14 program contractors recruited eligible youth, identified job sites and placed the youth within those sites. In addition financial literacy became a key component of the program for all participants. This past summer 553 youth obtained summer employment through this program.

Foster Care Summer Youth Employment Program

The Commissioner of the Westchester County Department of Social Services has continued to partner with the Westchester-Putnam Workforce Development Board and Westchester County Department of Parks and Recreation by providing funding for youth in foster care to obtain summer employment at various county parks and recreation facilities. The program targets youth in foster care who are 16-21 years of age. The program met its goal of providing summer employment opportunities for 40 youth associated with the foster care system in the summer of 2015.

College Career Internship Program (Connex)

The College Internship Clearinghouse program continues to be a valuable resource for Westchester colleges and universities to provide qualified students with internships and employment opportunities. Students are matched with internships provided by local businesses. Over 120 employers are registered on the Connex site in addition to 13 colleges and universities with over 120 internships listed. All students attending colleges and universities in Westchester can register and apply for listed internships by logging into: www.westchesterputnaminternships.com

Workplace Attributes

The Westchester-Putnam WDB adopted this campaign as a way to inform and educate youth of the top five skill sets or soft skills that will enable them with becoming successful employees and enhance their career development.

The identified attributes are: Respect
Enthusiasm
Articulate
Dependable
Initiative

A program curriculum has been developed and is presently being field tested. Once the testing is completed, the program will be distributed and utilized throughout all youth programs.

YouthBuild

YouthBuild is a multi-faceted program providing HSED (High School Equivalency Diploma) preparation, counseling, job training, community service, leadership development, construction trade skills, and job placement to economically disadvantaged youth ages 16-24. The program concluded on December 31, 2015 and 60 youth enrolled in the program with 30 of them obtaining employment and 39 receiving their high school diploma or construction trades certificates. The WPWDB submitted and received funding to begin a new program. 80 youth from the communities of Peekskill, Mt. Vernon and Yonkers will be serviced by the new program. In addition to helping improve the careers and opportunities of the youth participants, the local communities are aided by the development of low income housing for needy families.

Strive for the Future

This initiative provides educational and employment services for Yonkers based youth needing workforce related services between the ages of 14-24 who meet very specific eligibility requirements. The goal for the younger youth ages 14-17 is to provide educational and counseling support to enable them to achieve their high school diploma and advance into higher education and/or employment. For the older youth 18-24, the goals are to achieve their HSED, obtain employment and/or advance into higher education. The program concluded in August 2015 and 50 youth were enrolled in the program with 30 obtaining employment, 8 graduated from high school or obtained their GED. The program's overall success has enabled additional funding to operate a similar program STRIVE FORWARD that began in November 2015. This program will serve over a hundred youth meeting very similar employment, educational and career development goals.

Testimonials

Roland Harris

We met Mr. Harris at the County jail. Mr. Harris was referred to our Strive for the Future 2 re-entry program. In this program Mr. Harris gained valuable skills in regards to job readiness interviewing as well as general life skills. Mr. Harris sunk himself into our program and was committed to staying out of jail. Mr. Harris took our advice and decided to enroll in our program upon release. Being released and going into a world filled with negative temptation was difficult for Roland. He came into our program in hopes to find an occupation training, a GED program as well as employment. Strive was able to connect Roland to employment where he is working as a kitchen assistant at Angelo's restaurant in Yonkers NY. We have also assisted Roland in enrolling him in a security training program where Roland will be receiving his security license. Roland has overcome a life in the street and temptations that follow him on a daily basis. In his life he has never been given the opportunity or a second chance until Mr. Harris met with Mr. James and turned his life around.

Jose Delacruz

Jose Delacruz began as a participant in the Strive for the Future contract in 2013 and has transitioned over to WDAY. Jose grew up without a father figure and unfortunately resorted to a life that only gave him negative outcomes. After completing our job readiness program Mr. Delacruz took some time to apply those skills. He faced homelessness as well as resorting to other ways to make money. He is a prime example of how it is okay to say no. He has been a very big part of our program and has come a long way. Jose spent some time trying to find a way to balance a life in the street and a professional life and soon realized that he had to choose one or the other. Luckily for Jose he choose the path to independence and professionalism. Jose possesses a true talent for talking to people and connecting with them. Through our program Jose has gained his security license as well as employment as a food service worker with the Westchester Medical Center. Jose has been employed with them since December of 2015 and has been regarded for the great work that he does there. Dealing with homelessness Jose has been able to budget his income to support himself and secure housing. Jose is also enrolling in a phlebotomy courses and hopes to stay with Westchester Medical Center as a phlebotomist in the future. Jose has been a prime example to our young youth and has participated in

many community events to give back to the community and has shown where hard work and dedication can lead too. We continue to use Jose to help our youth learn how to interview as Jose possess excellent confidence as well as interpersonal skills.



Just Add One

The Just Add One grant awarded to Westchester Community College intended to help 35 small businesses go through training that would ultimately help each business hire an additional employee which would help the local economy. 35 small local businesses went through the Just Add One curriculum prepared by Westchester Community College.

The curriculum included the following modules:

1. Strategic Planning
2. Goal Achievement & Accountability
3. Leadership
4. Web Sites & Social Media
5. Branding, Marketing & Public Relations
6. Customer Service & Customer Loyalty
7. Human Resources/Risk & Insurance
8. Accounting & Being the CFO of Your Business
9. Legal
10. Sales

The program started on January 21, 2016 and ended on March 14, 2016. So far, the program recorded 28 new hires.

Westchester-Putnam Workforce Development Region has 4 One-Stop Career Centers located in Carmel (Putnam County), Mount Vernon, Peekskill and White Plains (Westchester County). During Program Year 2015 (July 1, 2015 to June 30, 2016) the One-Stop Career Centers provided staff assisted services such as initial assessments, referrals to partner and community based organizations, job readiness/preparedness workshops, job referrals, job matching, job recruitments, follow-up and supportive services.

Over 22,000 jobseekers were able to access an array of services, resources and workshops such as:

- Resume preparation
- Behavioral interviewing
- Mock interviews
- Networking
- Financial literacy
- Labor market information
- Entrepreneurial
- Health and well-being
- Computer and social media

Individual Training Accounts (ITAs)

The Career Centers issued a total of 739 Individual Training Accounts aligned with the demand occupations and industries in Westchester and Putnam counties.

Business Services

We continue to make a significant impact on addressing the needs of local businesses, especially small and medium size businesses. This year we were able to launch Just Add One focused on enhancing small businesses infrastructure through targeted trainings that will enable them to grow and grow our economy through adding at least 1-new employee to their payroll. Our success with businesses has expanded as we continue to listen to their workforce needs, bring together required partners and resources, help develop solutions and continue to make available workforce development and other funding to train new and incumbent workers through the development of targeted skills training programs.

The WPWDB, the One-Stop Career Centers and our partners remain committed to ensuring targeted populations such as Veterans, the disabled, ex-offenders, unemployed, under employed, youth (ages 18-24), public assistance recipients, and the long-term unemployed remain priority customers in the one-stop delivery system.

"I would like to express my sincere appreciation for your One-Stop Career Center services and how it helped me in this very stressful time of my life. I also wanted to let you know of your outstanding staff.

The One-Stop staff not only displays the highest level of professionalism and respect for each and every person that she comes in contact with them.

They have a mastery of the needs of the employers and the job seekers like me in mind. Staff are able to relate to everyone regardless of their skills or experience with a friendly and polite tone and style. "

Thank you, JK

The Business Services Team provides employers and jobseekers an array of services:

- Virtual Job Fairs
- Job Postings
- Job Matching/Recruiting
- On-the-job, customized, individual and sector training
- Host hiring events
- Labor Market Information
- Online Job Applications
- One-Stop website (<http://www.westchesterputnamonestop.com>)

Hire Westchester Update

During program year 2014, the Westchester County Industrial Development Agency (WCIDA) awarded, the Westchester-Putnam Workforce Investment Board (WPWIB) \$200,000 to be used as incentives for local businesses in Westchester County to hire and train at least 75 county residents to better prepare them to function competently in their new jobs. These jobs may be seasonal, part time or full time and must pay no less than \$10.00 and no more than \$25.00 per hour. Each business may apply for up to \$20,000 for OJT or Customized Training and/or Business Sector Training to offset the cost of hiring. OJT is geared towards an individual worker to develop the skills and competencies needed for a specific job function. Customized training is for an individual business hiring a group of workers who need to develop specific/subscribed skills and competencies to function in their jobs. Business customized training is for a group of more than three companies to conduct customized training for their employees.

Follow-up was conducted quarterly over a 2-year period to measure the success of the program. One-Stop Career Center Business Services Team contacted both the employers and employees hired under Hire Westchester to ascertain whether the new hires were still employed, performing his/her job duties

proficiently, did the new hires complete the training/probationary phase, whether training was pertinent and or lead to a promotion.

Under Hire Westchester, 88 Westchester residents being considered for employment and on-the-job training by 37 companies funded for training for an estimated \$200,000.

Due to the success of Hire Westchester, the Board decided to have all of its business funding initiatives (OJT, customized training and business sector training, NEG OJT and other funding sources) come under Hire Westchester-Putnam.

Evelyn Wylie – *Customer Service Maintenance Agreement Representative Bruni & Campisi Plumbing, Heating and Air Conditioning*

Evelyn pitched Hire-Westchester to Bruni & Campisi on her own when she was applying for the job, using a flyer she had obtained during a job fair. Evelyn was unemployed for an extended period of time and qualified for training and was hired by Bruni & Campisi. Evelyn continued with this company for a year and a half, only to realize that the training had brought her to a level with her skills where she could apply for a more challenging position with a higher salary. While in the middle of her job search and during our annual follow-up, she consulted with the One Stop for advice and staff recommended she take civil service exams – which she did – and was hired by Westchester County very much due to the experience she had gained in training.

Wendy Weinstein – *Development Associate – Clay Art Center*

Wendy was hired by Clay Art Center, a day care center in Port Chester seeking to expand its operation. Wendy had been out of the workforce for a number of years; both unemployed and under-employed, seeking a career change. The OJT program allowed Clay Art Center to provide additional training in computers and grant writing. The result of this training was a promotion for Wendy and an expansion of the facility that has brought about new hires.

Kimberly Boxhill – *Bookkeeper/Administrative Assistant – Masterpiece Accounting Services*

Masterpiece hired Kimberly during tax season as a part-time to full-time seasonal worker for tax preparation – and the reimbursement for the OJT of this employee allowed the company to keep the employee on staff beyond the seasonal period. The OJT was a springboard to Kimberly returning to college to obtain a degree.

Westchester-Putnam Business Sector Partnership



Board & Small Businesses Leaders

The Westchester-Putnam Workforce Development Board (WPWDB) Business Sector Partnerships were developed by public and private sector leaders to help identify their workforce challenges and to provide resources tailored to support local employers in an increasingly demanding, dynamic and competitive market. The WPWDB Business Sector Partnerships offer Westchester and Putnam County employers the opportunity to participate as members in key industry sectors, including Business Services, Biotech, Green, Healthcare, Hospitality, Advanced Manufacturing and Not for Profits.

For the past five years, the Business Sector Manager worked with the WDB to coordinate a business sector strategy to engage local employers in an effort to help them find better strategies to address their current and future workforce needs and also to help develop long-term plans focused on saving or growing and expanding those industries.

WIOA now requires that the workforce system establish sector strategies to meet the needs of promising businesses in targeted sectors. The WPWDB is way ahead of meeting this requirement. Its strategy included identification of sector that are growing and has high demand; including healthcare, advance manufacturing, hospitality, professional services, not for profits and green. The WDB has recruited private sector leaders who help recruit sector members from their sectors; and the convene to discuss the workforce needs of their sector, and design strategies for address the workforce needs of the sector. The WPWDB has also hired a sector manager to handle the activities of the sector partnerships. These combine strategies have been very successful.

The WPWDB Business Sector Partnership offers Westchester and Putnam County business the opportunity to participate in actions that will identify key issues, create resources and tools to address issues, formulate training needs and modules to develop a qualified workforce.

Over the past year, the Westchester/Putnam Business Sector Partnership has worked closely with the WPWDB to solicit input from area employers in each of 7 different industry clusters on the types of services and resources they need, and to develop a strategy to maintain and expand employment in the region.

These services include:

- OJT and new worker training programs
- Employment postings, information and resources
- Events and networking opportunities to cross-promote industries

The Business Sector Partnership is managed and coordinated by Hospitality Resource Group, Inc., a Westchester-based company with long-standing relationships and experience in event management, training and marketing- key elements to a successful outreach campaign.

The Business Sector Partnership provided assistance and support for area businesses to create new jobs and develop applications to fund and support employee skills through training new and incumbent workers in Westchester and Putnam Counties. Through these efforts, this program has helped reduce employee turnover rates and employer costs related to hiring new workers, and to establish a resource of highly skilled workers to support the expansion of the local workforce pool.

Each Industry Business Sector Partnership is led by distinguished senior management or executives from the private and public sectors who engage their colleagues in communicating the benefits of the Business Sector Partnership.

The Westchester-Putnam Business Sector Partnerships offers workforce solutions and services to 7 key industry clusters:

- Green Businesses
- Healthcare
- Hospitality
- Professional Services
- Advanced Manufacturing
- Biotech
- Not for Profits

Business Sector Partnership highlights for the 2015 program year:

Walter Recher, Sector Manager, WPWDB Business Sector Partnership participated in the WGBC Leaders in Sustainability Speaker Series: Growing the Green Workforce in Westchester County at their networking event and panel discussion May 20, 2106 at Westchester Community College's Gateway Center. This was a great opportunity for job seekers and businesses to learn about the newly defined "green workforce" and pathways to employment in this emerging sector. Attendees were able to learn how Westchester companies are leading the way to build a green workforce. Not only are the companies going green they are instrumental in motivating their employees to become active partners in reducing the organization's environmental footprint. These companies are attracting new hires who value their commitment to the environment and overall corporate responsibility.

The panel consisted of:

Dr. Marsha Gordon, *President & CEO, The Business Council of Westchester*

Lori Tripoli, *Academic Department Chair, College of Social and Behavioral Sciences, Kaplan University*

Sharon Rowe, *CEO & Founder, ECOBAGS*

Sarah Kelly, *Vice President of Marketing, Agera Energy*

Scott Fernquist, *WGBC Program Director - Moderator*

Special Projects



2016 Volunteer Income Tax Assistance/Earned Income Tax Credit Program

For the past several years, the WPWDB has been managing a group of volunteers who help prepare taxes under the Volunteer Income Tax Assistance program, in order to help residents take advantage of the Earned Income Tax Credit (“EITC”). For each dollar earned through EITC tax credit two dollars is spent at local businesses. The IRS reported that this year the program helped 9,107 residents earn a

total of 10.3 million in Federal and State refunds of which 2.8 million was earned in tax credits and 7.5 million in other refunds. The goal for 2016 Tax Season was to prepare and e-file 1850 tax returns for low to moderate income Westchester County Residents from February 3, 2016 to April 18, 2016.

This year, Westchester Community Opportunity Program (WestCOP) managed the County’s tax sites. The sites operated from White Plains (One-Stop Career Center), Yonkers (EOC), Peekskill, Mt. Vernon (Mt. Vernon One-Stop Career Center), Dobbs Ferry (Mercy College), Ossining (Ossining High School) and Valhalla (Westchester Community College).

“I had a wonderful experience getting my taxes done at WCC. The tax preparer was very helpful and caring in regards to my needs”.



3 out of the 7 women are currently employed as apprentice carpenters.

Women in Carpentry

Seven women of varying backgrounds and ages began a career path to become carpenters. Some have had rewarding careers in other industries while others have held jobs but never had a career. They are the first of many to come to enter the pre-apprenticeship program sponsored by the Northeast Regional Council of Carpenters and the Sisters in the Brotherhood. There is a national movement to inform, educate and attract more women into the carpentry industry.

These women will not only be afforded the opportunity to work with their hands but able to enhance their community or other communities through the construction or revitalization of new homes, churches, office buildings, hospitals, stores, educational buildings, entertainment facilities, arenas and much more. The first step in their journey towards the carpenter’s union apprentice program was attending a 4-day work readiness training geared towards women in non-traditional employment. The women who did not know each other prior to the training were able to develop a bond and ‘kinship’ that supported each of them through the 6-week apprentice training. The training took place at the training hall in Rock Tavern by industry certified carpenters/trainers.

The Westchester-Putnam One-Stop Career Centers played a significant role in the recruitment of the program’s participants and provided funding for the pre-apprenticeship and the work readiness training, offered by the Hospitality Resource Group, the Northeast Regional Council of Carpenters (NRCC) and the Sisters in the Brotherhood and the NRCC training center. The partnership between the Westchester and Putnam County Executives, the Westchester-Putnam One-Stop Career Centers, and the NRCC and Sisters in the Brotherhood was significant to the success of this program.



Women enter Carpenters' Union Apprenticeship Program

“We were able to help 7 women start on their way to a new career into the construction trades through a 6-week apprenticeship program.” -Ed Cooke



Child Care Council of Westchester Update

The Child Development Associate (CDA) Credential is the most widely recognized early childhood credential, bestowed by the Council for Professional Recognition in Washington, D.C. It is the only credit-bearing national credential that articulates to associate degrees in many community college systems across the U.S. Head Start is requiring its staff to earn CDAs as a way to build the skills of its workforce and the quality of its programs; increasingly a CDA is seen as a “must have” for employment and advancement in the early childhood industry. The demand for early childhood staff with CDAs will continue to increase.

16 child care workers participated in the 120 hour formal CDA training component. 15 of the 16 participants completed the 120 hour component and will move onto the 2nd phase that includes participants:

- Preparing a professional portfolio
- Submitting an application to the Council for Professional Recognition which includes a \$425 fee
- Taking CDA Exam at a local Pearson Vue Test Center
- A verification visit conducted by a CDA Professional Development Specialist including classroom observation of the candidate

“The instructor was very knowledgeable and engaging. I came out of the training knowing so much more and realize I need to continue learning. Once I complete all the requirements, I am going to enroll in other child development courses.” -CSC

Re-Entry Employment Initiative

The Adult Re-entry Program enrolled 76 formerly incarcerated individuals and place 24 of them into jobs. The program provided OHSA training to 12 enrolled participants of which all 12 successfully obtained their OHSA certification.

The Ready to Work – Jobs Waiting

The Ready to Work – Jobs Waiting completed its first year of implementation. 125 long term unemployed individuals completed a 6-week boot camp in which 30 participants have been placed into employment and 45 are currently in occupational skills training. In an effort to boost recruitment of program participants and businesses a public relations firm, Harrison Edwards has been hired to handle the marketing and promotion of the program.

Accomplishments

During the month of May the program provided OHSA training to 12 enrolled participants of which all 12 successfully obtained their OHSA certification. In addition to the training the TEP 11 staff assisted 7 participants in securing employment. Participants were also selected to participate in the Matrix learning workshop of which participants would learn how to navigate themselves on the computer and have access to many training including Microsoft office, soft skills and many other creditable certifications. 15 participants were selected to start the first cohort with a start date in June.

High School Equivalency Prep & English for Speakers of Other Languages (ESOL)

In partnership with Southern Westchester BOCES we are committed to serving the adult population of the lower portion of Westchester County. The goal of BOCES is to offer training that increases employability and or post- secondary education opportunities such as High school Equivalency preparation (HSE prep) and ESOL for the workplace with computer skills. SW BOCES' report card shows a program rating of "Highly Proficient". The post-test rate for the entire center is 94.8%. The High School Equivalency pass rate is 85%.

SW BOCES offers training opportunities such as High school Equivalency preparation (HSE prep) and ESOL for the workplace with computer skills.

“The One Stop has given me as well as thousands of individuals the opportunity to acquire job training and guidance in seeking new employment from basic computer skills to resume building to job matching and referrals and more. The One Stop even offers mock interviews to help with your confidence and readiness for your big day—the interview.

I was assigned a counselor upon my enrollment that helped me with the necessary information I needed to take myself to the next level. After my initial interview, we both embarked on a strategic plan for my success of new and better employment. He encourage me to sign up for the TASC Diploma program offer by the SWBOCES through The One Stop, their adult division program for obtaining your High School Diploma in an adult setting.

He further supported me in enrolling into the SWBOCES to obtain my CNA to which with great confidence, I am glad to report I was successful in and have already received my certificate. I am currently in the process of signing up for the second part of my complete certification, with SWBOCES.

The collaboration of The One Stop and SWBOCES is awesome to someone like me. You walk into The One Stop and it is the only stop you need, for all the courses that are offered to an individual are right there. You are equipped with the necessary skills, resume writing, and confidence you need to be able to take the next great step in life.

Taking this moment to look back at where I was when I first entered One Stop is simply unbelievable. I am not where I want to be yet, but I assure you with the help of The One Stop I am defiantly on a straight path there. I will continue to be motivated and keep reaching, with a grateful heart, I want to thank each and every one” -Janelle Grainger.

Budget Summary

Statement of revenue and expenditures for Program Year 2015 (July 1, 2015- June 30, 2016)

Revenue

| | |
|---|--------------------|
| WIOA Adult | \$1,296,179 |
| WIOA DLW | \$1,621,194 |
| WIOA Youth | \$1,086,421 |
| WIOA ADMIN | \$472,093 |
| Temporary Assistance for Needy Families (TANF) | \$400,000 |
| Grants | \$2,444,619 |
| Total | \$7,320,506 |

Expenditures

| | |
|----------------------------------|--------------------|
| Personnel | \$1,505,736 |
| Other than Personnel Cost | \$596,047 |
| Employment Training Programs | \$722,807 |
| Putnam County | \$213,794 |
| Incumbent Worker | \$240,936 |
| Youth Experience | \$217,284 |
| WDAY | \$869,283 |
| Foster Care Program | \$60,000 |
| TANF Occupational Skill Training | \$100,000 |
| Private Summer Sector | \$40,000 |
| Grant Program Excesses | \$2,444,619 |
| <u>Special Programs</u> | <u>\$310,000</u> |
| Total Expenditures | \$7,320,506 |

**2015 WESTCHESTER-PUTNAM
WORKFORCE PARTNERSHIP**

**Westchester-Putnam Workforce
Investment Board Members**

David Singer, Chair, President
Robison Oil

Allison Madison, President
Madison Approach Staffing

Claudia Murphy, Director
Southern Westchester BOCES

Daniel Magnus, President
Elevation Burger

Dr. Belinda S. Miles, President
Westchester Community College

Dr. Marsha Gordon, President/CEO
The Business Council of Westchester

Edward Cooke, Council Representative
Northeast Regional Council of Carpenters

James Bernardo, President
Candela Systems Corporation

James D. Schutzer, Vice President
J.D. Moschitto & Associates, Inc.

Joseph DiCarlo, Senior VP HR
WESTMED Practice Partners

Kevin McGuire, Commissioner
Department of Social Services

Len Vallender, President
Fenbar Precision Machinists, Inc.

Amy Allen, Vice President
Westchester County Association

Michael Piazza, Commissioner of Putnam DSS
Putnam County Department of Social Services

Natalie Griffith, Human Resources Manager
Regeneron Pharmaceuticals, Inc.

Richard Friedman, General Manager
DoubleTree by Hilton Tarrytown

Richard Greenwald, President
Concorde Personnel Temporary Staffing

Robert O. Sanders, CEO
Hospitality Resource Group Inc.

Rosa Barksdale, President/CEO
Barksdale Health Care

Thom Kleiner, Regional Representative for the Hudson
Valley
New York State Dept. of Labor

Thomas Capurso, Business Representative
IBEW Local Union 3

Wiley Harrison, President
Business of Your Business, LLC

William Mooney, III, Director
Westchester County
Office of Economic Development

Dr. Iris Pagan, Director
Westchester County Youth Bureau

Karl Rohde, Director
Putnam County Veteran Service Agency

Michele Green, Integrated Employment Specialist
Access-VR

Nick Simard, Vice President
InspiriaMedia

One-Stop Partners

New York State Department of Labor, Division of Em-
ployment and Workforce Solutions
Putnam Department of Social Services
Westchester Department of Social Services
Urban League of Westchester
Westchester Community Opportunity Program, Inc.
New York State Education Department – Office of Adult
Career and Continuing Education Services –
SED/ACCES-VR
New York State Education Department, TITLell, Adult
Education and Family Literacy Act – SW & NWP
BOCES
Westchester Community College
Westchester Library System
White Plains Education and Training Center

Eligible Training Providers

Al Sorano's Professional Truck Driving School
Anthony Barton Barber Shop
Barksdale Training Corp
Big Apple Occupational Safety
Brewster Institute of Technology
Center for Career Freedom
Creative Direction Construction & Design, LLC
Childcare Council of Westchester
Dutchess County BOCES
Dutchess School of Driving
Eagle Eye Security Solutions Inc.
Enterprise Training Solution
Envirolution One, LLC
Family Home Health Care
Fordham University
Gerard Leblanc
Greyston Foundation, Inc.
Heritage Auto School, Inc.
Home Builders Institute
Hospitality Resource Group
Hudson Valley Career Training
Lehman College
Lincoln Technical Institute
Medcerts
Monroe College
MWBE Connect
NCADD
Netcom Learning, Inc.
New York School of Esthetics & Day Spa Inc.
New York Wired for Education
Noble Desktop
Pace University
Putnam Driving School dba Learn 2 Drive Training
Center
Putnam/Westchester BOCES
Ridley-Lowell School of Business
Rockland BOCES
Rockland Community College
Selfoss Group dba NYS Court Reporting School
Southern Westchester BOCES
SUNY Orange
SUNY Sullivan
Trench Project Management
Ulster County BOCES
Westchester County Association Hudson Valley Work-
force Academy
Westchester School for Dental Assistant
Westchester Community College
Women's Enterprise Development Center

Library Partnerships

Greenburgh Public Library
Katonah Village Library
North Castle Public Library
The Warner Library (Tarrytown)

Summer Youth Employment

City of Mount Vernon Youth Bureau
City of Peekskill Youth Bureau
City of White Plains Youth Bureau
SER of Westchester County of Community Services
Westchester Community Opportunity Program, Inc.
(WestCOP)
Westhab, Inc.
Yonkers Partners in Education (YPIE)
The Children's Village
Jewish Board of Family and Children's Services
New Rochelle Youth Bureau
Thomas H. Slater Center
Town of Greenburgh, Theodore Young Community
Center
The Business Council of Westchester
The Guidance Center

YouthBuild

City of Mount Vernon
City of Mount Vernon Youth Bureau
City of Peekskill Youth Bureau
City of Peekskill Municipal Housing Authority
Educational Opportunity Center of Westchester Com-
munity College
National Builders Association
The Peekskill Preservation Company
Westchester Community Opportunity Program, Inc.

STRIVE Partnership

Business of Your Business
Candela Systems
Cluster Community Services
Department of Social Services
Educational Opportunity Center
Froogle Media
Greyston Foundation
National Council of Alcohol and Drug Treatment
Rockland Psychiatric Center (Forensic)
Southern Westchester BOCES
Urban League of Westchester
Westchester Community College
Westchester Community Opportunity Program, Inc.
Westchester County Department of Corrections
Westchester County Department of Probations
Westchester Family Court
Westhab, Inc.
Yonkers Public Schools

WWDAY Contractors

Children's Village
The Guidance Center
Mount Vernon Youth Bureau
Peekskill Youth Bureau
Putnam Workforce Partnership
Westchester Community Opportunity Program (West-
cop)
Westhab, Inc.
White Plains Youth Bureau

Red Carpet Team

Brewster Chamber of Commerce
Dutchess Community College
Economic Development Corporation
Industrial Development Agency
New York State Department of Labor
Putnam Chamber of Commerce
Putnam Northern Westchester BOCES
Putnam Workforce Partnership
SCORE
US Small Business Administration
Westchester Community College



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