

Workforce Innovation and Performance Committee of the Monroe County/Rochester Workforce Development Board
Meeting Minutes
Tuesday, December 7, 2021
8:00 to 9:00 AM
Meeting Scheduled via ZOOM

Present: Edie Arlauckas, Thomas Schulte, Joe Wesley, Bob Coyne, Romanda Gibson-Stevenson, Denise Read, Jarmani Dozier, Elizabeth O'Brien, Jennifer Geiger, Marion French, Seanelle Hawkins, Randy Andre

Staff and Guest: Dave Seeley, Lee Koslow, Mary McKeown, Viatta Carter, Antwan Williams, Marisol Young, Theodore Jordan, Laura Seelman

Approval of Minutes:

A motion to approve the September 14, 2021 meeting minutes was made by Thomas Schulte and seconded by Joe Wesley. The motion was carried unanimously.

Review of PY 2020 Performance and Programmatic Monitoring:

Lee Koslow began the discussion by reviewing Adult and Dislocated Worker Performance, PY 2020, on the WIOA Primary Indicators of Performance for Monroe County. Performance is summarized in the Workforce Innovation and Performance Committee slideshow.

Lee also reviewed Participant File Monitoring, noting that members of the WI&PC are an oversight committee over the monitoring that we do with our Adults, Dislocated Workers and Trade Act on a program level. Electronic and paper files are pulled 4 times a year for record monitoring, to determine if the Career Centers are complying with all of the relevant laws and regulations and policy guidance that comes from the Feds and the State, to ensure they are in compliance when serving participants and providing them either career or training services. With this past year being a pandemic year, there was a huge impact on the 276 Waring Road Career Center. All of the NYS DOL staff, including those who would normally be stationed at the 100 College Avenue Career Center, for much of the first half of the pandemic, were tasked with supporting unemployment because of the large challenge it was to get everybody who applied for UI approved and paid out on, and with this, we only did 1 file monitoring review during program year 2020. By and large, it was to capture the whole program year and was done in the 4th calendar quarter, with the only exception being the St. Paul Street Career Center, which was monitored during quarter three. What is being looked at during file reviews includes how many records were pulled to monitor and how many findings were noted. Findings unresolved means that a monitoring report has been sent out, some corrections were made, but some were not made. At the end of 90 days, another review will be completed, and another report will be sent out. If by this 90 day report a finding has not been corrected for whatever reason, then it will become an unresolved finding. As we will never expect perfection on these monitoring reviews, there will always be findings that will be caught and there may be, for one reason or another, a couple of unresolved findings after 90 days.

Discussion: Opportunities to Improve Services to Participants With Disabilities Under the New York Systems Change and Inclusive Opportunities Network (NY SCION) Grant:

Lee Koslow began this discussion by noting that our big goal here is to improve services to participants with disabilities, and we are going to get a big boost on that from New York State Department of Labor and a grant that we are about to be issued. New York Systems Change and Inclusive Opportunities Network (NY SCION) is a pilot program which includes a staff position referred to as a Disability Resource Coordinator (DRC).

In the past, USDOL had awarded 4 rounds of funding under a program called the Disability Employment Initiative, to support these DRCs in different Local Workforce Development Areas (LWDAs) in New York State, and sadly, we were not one of them, so we did not benefit from the DRC all those years. The goal of this initiative was to improve education, training, and employment outcomes for individuals with disabilities. There was a particular focus on individuals who were receiving Social Security Insurance/Social Security Disability Insurance, and to help them, if possible, to earn enough income to transition off of those benefits and become self-sufficient. This year, NYSDOL has announced a 3-year pilot program to fund the expansion of the DRC position to every LWDA in New York State, which will now include us. One of the big features of this program will include an Integrated Response Team (IRT) that will be assembled under the leadership of the Disability Resource Coordinator. The purpose of the IRT will be to advance individuals with disabilities in their chosen education, employment, training, and/or career pathway goal(s). Potential stakeholders of the IRTs include, but are not limited to:

- Vocational Rehabilitation Counselors
- VR Service Providers
- Integrated Employment Specialists
- Independent Living Center Staff
- Job Coaches
- Business Services Representatives
- Businesses
- Veteran Services Staff

WI&PC members may want to start thinking if someone from their organization would be available to be on this team. RochesterWorks! had to put a plan together, which was due November 30th, and we did indeed submit the plan for our use of this funding, as we intend to have this position start early January 2022. The position is currently posted on the RochesterWorks! website and the New York State Job Bank. Five different objectives went into our plan for our local effort, which include:

1. Strengthen relationships with businesses to increase quality work-based learning and job placement opportunities for individuals with disabilities, ages 18 and older.
2. Deliver programmatic accessibility training to one-stop system staff.
3. Increase and improve the delivery of skill development, job retention, and career pathway training for individuals with disabilities.
4. Convene and coordinate an Integrated Response Team comprised of stakeholders within the disability services community.
5. Develop a plan for sustainability of Disability Resource Coordinator services beyond the life of the grant, to include increased revenue from the Ticket to Work Program.

Lee opened the floor for discussion regarding suggestions for tasks that the Disability Resource Coordinator and/or program should take on first and asked if anyone would like to be included or if they have someone available for the Integrated Response Team. Open discussion included the following:

- A decision has not been made yet as to how many members will make up the IRT. The Disability Resource Coordinator will possibly weigh in on that. If a relatively large team is composed, we might have the flexibility then to convene the specific members who would be able to contribute to an individual task, case conference or situation, and pull from that team as needed.
- URM is working on a similar program, specific to advanced manufacturing and launching in 2022. They could be a good resource for the new Disability Resource Coordinator coming on board.
- This position is intended to serve our Adults 18 years plus. There is some overlap here with our Out-Of-School Youth, who we will be able to work with as well. We will not be able to do anything with In-School Youth.
- Post-secondary or vocational schools could certainly be involved in this team and definitely should be considered.

- Does the definition of disabilities include physical disabilities, developmental disabilities, learning disabilities, etc.? The grant itself does not define disability. Typically, when we are providing services, we will be very inclusive, and it is really a self-disclosure. If somebody self identifies as having a disability, then we will count them as having one. They do not have to meet any kind of test of activities of daily living or major life functions or anything like that for our services. We would certainly serve anybody with a physical, mental health, or learning disability.
- Thomas Schulte, Monroe 2 BOCES has volunteered members of his team to participate on the Integrated Response Team. In particular, their Vocational Assessment Coordinator conducts a number of vocational assessments in partnership with ACCES-VR, and that service could be of value to participants in this program.
- RochesterWorks! will be proactive in assembling the Integrated Response Team. April 1, 2022 is the target date to convene the IRT.
- A consensus of the IRT members will decide how often the team will meet.
- Robert Coyne, RTMA has offered to help find employers in advanced manufacturing.
- Liz O'Brien has offered a representative from DHS to participate on the Integrated Response Team.
- Having some people who are disabled, on the committee, would be useful.
- People with disabilities are welcome to apply for the Disability Resource Coordinator position.
- Joe Wesley, Wegmans, has offered to connect with the IRT when they get to a point of looking for some best practices, as his organization hires quite a few individuals with disabilities.

Next Meeting Scheduled: March 1, 2022

Meeting adjourned at 8:50 AM

Submitted by: Mary McKeown

Reviewed by:

Lee Koslow 12/16/2021