

**WARREN COUNTY  
EMPLOYMENT & TRAINING ADMINISTRATION**

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**Human Services Committee  
Employment and Training Administration**

**AGENDA**

**October 25, 2012 – 9:30 AM**

1. Consideration to Amend Budget (Resolution Request Form 7 attached)
2. Review of 2012 Summer Youth Employment Program
3. Other Business
4. Adjournment

# **RESOLUTION REQUEST FORM NO. 7**

## ***Request to Amend County Budget\****

***\*If this is the result of a grant award, also complete and submit Form No. 5 or 6***

**DEPARTMENT NAME: Employment and Training**

**DATE: October 25, 2012**

- (a) Purpose of Amendment: Add federal funds to county budget. Allocation of Workforce Innovation Funds through WIA.
  
- (b) Appropriation Code (with title), Object Code (with title) and Amount: 110 (Salaries-Regular) \$63,600; 433 (Training-Client) \$150,000; 810 (Retirement) \$10,200; 830 (Social Security) \$3,900; 831 (Medicare) \$900; 840 (Worker's Compensation) \$ 600; 860 (Hospitalization) \$25,500; 865 (Dental) \$300.
  
- (c) Revenue Code (with title), and Amount: Workforce Innovation Fund 40.6293.0353 - \$255,000.

**ABSTRACT**  
**Workforce Innovation Fund**

**Applicant Name:** Fulton, Montgomery, and Schoharie Counties Workforce Development Board, Inc.

**Applicant Category:** Consortium of Local Workforce Investment Boards (WIBs)

**Areas Served By the Grant:** Eleven (11) counties in the Greater Capital Region of New York, served by four (4) local workforce investment boards. The area includes the Capital Area WIB (Albany, Schenectady, and Rensselaer Counties); Columbia-Greene WIB; Fulton, Montgomery and Schoharie Counties Workforce Development Board; and Saratoga, Warren, Washington WIB.

**Project Name:** Steps Up to STEM: Addressing the STEM Skills Shortage in NY's Greater Capital Region

**Funding Award:** \$2,999,970

**Description of the Proposed Project:** Through the Steps Up to STEM project, the consortium of WIBs seek to address the STEM skill shortage in the Capital Region to ensure employers have access to qualified workers needed for success and economic growth. We aim to increase the number of disadvantaged youth, low-income adults and dislocated workers who are interested in STEM careers and create a flexible region-wide STEM talent pipeline system that links the workforce system, employers, educators, and workers through Two-Step Career Paths.

The main goal of the project is to cultivate better results for job seekers and employers and to create better efficiencies for program delivery. Addressing the STEM skill shortage in the Greater Capital Region of New York State will ensure that employers have access to qualified workers by establishing a new pipeline of STEM talent. Implicit in this goal is the realization that success for all is built on a foundation of career pathways and life-long learning. The project has been designed with better results, program efficiencies and system gains in mind.

First, we will increase awareness about STEM careers among both youth and adults, the value and opportunities such careers provide and the resources available to prepare for success in this field. These activities will help maintain and build the region's STEM talent pipeline so that employers have a greater pool of STEM-trained workers. Second, we will facilitate linkages among employers, job seekers, workforce development professionals and education providers to develop Two-Step Career Plans customized to increase an individual's readiness to meet the employer's job/hiring requirements.

Activities are focused on the premise that better information and understanding of the potential of STEM careers and the commitment and involvement of employers in their workers' educational and career goals will lead to more dedicated and qualified students and employees in STEM fields. The principal activities that will be undertaken as part of the grant are as follows:

***STEM Awareness Campaign:*** To build awareness of the advantages of a STEM career, we will develop a multi-faceted STEM Awareness campaign.

*Job Seeker Recruitment & Preparation:* A critical component of the Steps Up to STEM program will be identification, assessment and subsequent training activities for WIA eligible individuals.

*Employer Recruitment & Participation:* An important project activity is the recruitment and involvement of employers, particularly those in the manufacturing, biotechnology, and green energy sectors, and securing their participation in the Two-Step Career Plan.

*STEM-Focused Sector Partnerships:* As employers are recruited to participate in the development of customized career plans of workers, the region will also seek to develop STEM-focused Sector Partnerships in Advanced Manufacturing, Alternative Energy and Health Care.

*Individualized Two-Step Career Plans:* Central to the Steps Up to STEM program will be the establishment of an individualized training plan for each participant. Training will consist of pre-hire training, on-the-job training, tuition assistance and/or company supported on-site training.

*Professional Development of Career Center Staff:* Professional development opportunities will be offered to Career Center staff to ensure that they are providing expert guidance to employers and job seekers as they work to develop the Two-Step Career Plans.

Steps Up to STEM is a three-year project with continuous, on-going evaluation. The program is designed to have positive long-term impacts on employers' access to a STEM capable regional workforce, documented work readiness skills, more affordable STEM training options available to employer and jobseekers and cost savings for employer and the workforce system via decreased recruitment costs, lower entry-level training investments and increased retention rates.

For each county in the SWW WIB there is approximately \$36,000 available annually for staff support of the project (salaries and benefits). There is also about \$135,000 for the three counties for training.