

DRAFT – For Internal Use

New Connections in Warren and Washington Counties

Overview

The Capital District Transportation Authority (CDTA) is the region's mobility manager with a menu of services that connect people to economic opportunities. CDTA has been asked to consider an expansion of its transportation district to include the Greater Glens Falls Transit (GGFT), with appropriate service agreements with communities in Warren and Washington Counties. This expansion would bring the GGFT and its resources under CDTA's administrative umbrella. Services currently provided would be maintained with new connections provided by CDTA throughout the expanded area. This paper provides information about the two organizations and outlines how this process can be advanced.

Background on GGFT

GGFT is an established, well managed municipal system. It operates as a department within the City of Glens Falls; GGFT's Transportation Director is a city employee who reports directly to the Mayor of Glens Falls. The GGFT system was established in 1984, and includes fixed route, seasonal trolley, and paratransit services. The system connects Glens Falls, Queensbury, South Glens Falls, Lake George, Hudson Falls, Kingsbury, Fort Edward, and Moreau. Service is available Monday through Saturday. GGFT owns one facility, 18 vehicles and employs 18 people (this number grows to 40 during summer season), most of whom work in operations.

Total annual ridership (pre-COVID) was 330,000. Of the total, 110,000 rides (34%) are taken on the seasonal trolley service that connects Glens Falls and Lake George. The pandemic has had a significant impact on ridership, which is currently about 60% of what it was before the pandemic began.

The GGFT system is in a good financial situation. The total operating budget in 2021 was \$2.1 million. Federal Transit Administration funds (5307) total \$858,000 (41%), state operating assistance totals \$758,000 (37%) and customer fares total \$250,000 (12%). The City of Glens Falls, the Town of Queensbury and several other municipalities contribute a local share towards the operation of the system, totaling \$173,000 (8%). Advertising and special programs account for the remainder of system revenue.

Like most transit systems, salaries, wages and benefits make up the majority of GGFT's operating costs. Of the \$2.1 million spending plan, approximately 77% is allocated to wages and benefits. The three major cost drivers are wages, health care and retirement. The only other significant costs are for fuel, which totals \$250,000, and insurance, which totals \$50,000. The remaining costs are normal business expenses, ranging from parts, printing and advertising.

Background on CDTA

The CDTA service area includes Albany, Rensselaer, Saratoga and Schenectady counties. Montgomery County is expected to join CDTA's service area in mid-late 2022. CDTA is a public authority, created in 1970 to develop transportation solutions throughout the service area. CDTA is governed by a Board of Directors who are appointed by the Governor and confirmed by the State Senate. CDTA provides a full menu of mobility options, including, fixed route service, Bus Rapid Transit and paratransit service (STAR). The menu also includes a bike share program, an electric scooter program, and an on-demand service (FLEX). The menu is tied together by an integrated fare payment system.

CDTA owns 250 vehicles and five facilities (including Rensselaer Rail Station and the Saratoga Springs Train Station). Total ridership on all modes is about 16 million (pre-pandemic). Emerging from the pandemic, ridership is 70% of what it was in early 2020. Service is available seven days per week with trunk routes operating from early in the morning until midnight. Trunk routes serve most customers, with neighborhood/connector services supporting the trunk routes. Seasonal services are offered to local attractions, parks, and recreation centers. A fleet of trolley vehicles are used for most seasonal services. Over the past few years, new services (bikes, scooters and FLEX on demand) have become options for people to move more seamlessly.

A critical component of CDTA's success is its Universal Access program (UA). The UA program allows colleges and major employers to provide students and employees with free access to the CDTA system. This program accounts for 30% of all ridership. CDTA has developed an array of technology tools to make using the system easier; these tools provide customers with advanced fare payment systems and vehicle location information. A mobility as a service initiative will integrate these choices into a single convenient, common platform for payment and customer information across all modes.

The CDTA operating plan for FY 2022-23 is \$115 million. About 70% of all spending is allocated to wages and benefits. Close to 750 people work at CDTA with the majority in operations (bus operators and maintenance personnel). About 90 people are employed in management positions, providing accounting, human resources, planning, safety, facilities, IT, communications, and business development expertise. A Chief Executive Officer is responsible for day-to-day operations and is charged with implementing a strategic direction. The Board of Directors develop plans and a vision to guide the long-term development of the organization.

The Concept

Combining the resources of CDTA and GGFT will result in a dynamic mobility company that stretches from Albany and Saratoga to Warren and Washington Counties. It will bridge the gap between the two systems, specifically from the areas of South Glens Falls/Fort Edward/Saratoga Springs, providing connections throughout the expanded region. Services will be stronger and customer support features will be improved. New mobility options will spread, and alternative fuel vehicles will be encouraged.

New connections will be developed – an example is the Route 9 corridor between Glens Falls, South Glens Falls, Moreau and Saratoga Springs. Bikes, scooters and trolley services will be expanded, and connections to employment locations and to new housing and commercial developments will be improved. Innovative opportunities will be developed as the combined organization moves people throughout the region.

The new organization will be equipped with resources to work on an innovative agenda of activities. The combined strength of GGFT and CDTA will provide for economies of scale in operations, finance, human resources, technology, planning and infrastructure. Improvements will be evident in recruitment and training, grants management and advocacy. Business development and community outreach will be more vibrant as the new organization deepens its footprint, its effectiveness, and its ability to connect people to economic opportunity.

The Process

Bringing the two organizations makes good business sense and it will result in more service for communities throughout the expanded area. Over the long term, the GGFT would cease to exist. Their resources and employees would become part of CDTA. To ensure a seamless transition,

there will be a period where GGFT services operate exactly as they do now, under the administration of CDTA. The current GGFT management team would stay in place and a smooth transition will be a top priority. Labor issues will need to be resolved (CSEA and ATU), and service standards and expectations will need to be considered (hours of operation, frequency of services). It is expected that the expanded CDTA mobility menu will be introduced throughout Warren and Washington County to supplement existing service (bikes, scooters, trolley services, FLEX on Demand).

Warren County would become a member of CDTA (joining Albany, Rensselaer, Saratoga, and Schenectady counties; and soon Montgomery County). Washington County communities will be served and supported with operating agreements. This will require a resolution of the Warren County Legislature along with the provision of $\frac{1}{4}$ of one percent (0.0025) of all mortgage transactions over \$10,000 (Mortgage Recording Tax). The MRT could become revenue or a revenue match for the local operating agreements (Glens Falls, Queensbury and other communities).

Economic Growth & Development
Department of Employment and Training
AGENDA
May 24, 2022

Committee Members: Wild, McDevitt, Hogan, Strough, Leggett, Frasier, and Magowan

- I. Committee meeting called to order by Chairman**
- II. Motion to approve minutes of prior Committee meeting**
- III. Action Agenda/New Business:**
 - a. Resolution Request for New Contract with NYS Department of Labor.
Rationale: A new rental agreement was received for the time period of May 1, 2022 through April 30, 2025.
 - b. Resolution Request to Amend Budget to accept funds.
Rationale: NYS Department of Labor allocated \$74,265.21 to the Saratoga-Warren-Washington workforce development area from the Employment Recovery National Dislocated Worker Grant (ER-NDWG) and \$30,293.79 of those funds has been allocated to Warren County.
 - c. Resolution Request to Amend Budget to accept funds.
Rationale: Office of Temporary and Disability Assistance (OTDA-TANF) allocated \$112,062.00 to Warren County for the Summer Youth Employment Program.
 - d. Resolution Request for Intent to Fill Vacant Position for Office Specialist.
Rationale: This position was created prior to the pandemic but then was not filled because services became remote or hybrid. Now that the Career Center is fully reopened, the need is even greater for the additional assistance.
 - e. Resolution Request to Add a New Position for a Job Coach
Rationale: An ARPA request was submitted in January, 2022 for a temporary summer employee for the next four summers to support the Summer Youth Employment Program.
- IV. Referral/Pending Items**
- V. Information for Discussion/Review**
General updates and short and long-term department vision.
- VI. Privilege of the Floor and public comment** (please allow for 15 second delay on live stream meetings)

VII. Motion to adjourn

Attachments:

- A. Resolution Request Form 3: New Contract
- B. Draft Rental Agreement
- C. Contract Signature Page (Face Page)
- D. Resolution Request Form 7: Amend Budget (ER-NDWG)
- E. Resolution Request Form 7: Amend Budget (TANF)
- F. Resolution Request Form 12: Notice of Intent to Fill Vacant Position
- G. Office Specialist Job Description
- H. Resolution Request Form 11: Create a New Position

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: **Employment & Training**

DATE: **May 24, 2022**

- (a) Is this a Result of a Bid or Request for Proposal? **No**
- (b) Purpose of Contract: **Rental agreement**
- (c) Name of Contractor: **NYS Department of Labor**
- (d) Address of Contractor: **W. Averell Harriman State Office Campus, Building 12, Room 428, Albany, NY 12240**
- (e) Contractor's Contact Person and Telephone Number: **C. Ryan Slattery
Office: 518-457-1347 | Cell: 518-925-7922
cornelius.slattery2@labor.ny.gov**
- (f) Has or will the Contract be provided, if so, please attach: **Yes, attached.**
- (g) Commencement Date of Contract: **May 1, 2022**
- (h) Termination Date of Contract: **April 30, 2025**
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed **\$153,294.12**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **Monthly payments of \$4,258.17**
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: 40.6293.300.305.310.313. 411 Workforce Innovation & Opportunity Act (WIOA)**

Sample: A.1010 470 Legislative Board – Contract Sxx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations Sxx.xx

*as listed in budget and LOGOS

SHARED ONE STOP COSTS CONTRACT

THIS CONTRACT dated this 18th day of April 2022, between the County of Warren, acting by and through its OFFICE OF EMPLOYMENT AND TRAINING, for use its OFFICE OF WORKFORCE INVESTMENT, AND THE NEW YORK STATE DEPARTMENT OF LABOR ("NYSDOL") located at W. Averell Harriman State Campus, Building 12, Room 436, Albany, NY 12240.

WITNESSETH

WHEREAS, NYSDOL has the right to use and occupy space at 333 Glen Street, Suite 300, Glens Falls, New York ("the Premises") pursuant to a New York State Office of General Services lease with AARMUG development, Ltd: and

WHEREAS, the Workforce Investment Act of 1998 ("WIA") and the Workforce Innovation and Opportunity Act of 2014 ("WIOA") require that each state form a universal delivery system of state and local workforce development services ("Employment Services"); and

WHEREAS, the County of Warren desires to use and occupy a portion of the Premises for Employment Services; and

WHEREAS, NYSDOL desires to grant to the County of Warren the right to use and occupy a portion of the Premises as set forth in Addendum A hereto ("Contract Space") for such purposes;

NOW, THEREFORE, in consideration of terms and conditions set forth, the parties mutually agree as follows:

1. NYSDOL grants to the County of Warren a Contract to use and occupy the Contract Space.
2. This Contract shall be for a term of sixty (36) months, commencing on the 1st day of May, 2022 and terminate on the 30th day of April 30, 2025.
3. The County of Warren shall reimburse NYSDOL for the Contract space, as set forth in Addendum A.
4. Payment by the County of Warren will be made monthly using the appropriate Interagency billing process.
5. If NYSDOL has a change/escalation of Premises lease costs or operating expenses, NYSDOL shall, with the County of Warren consent, adjust/increase the payment schedule in a proportional amount at any time during said Contract term, except that NYSDOL may adjust/increase the payment schedule without the County of Warren consent if the County of Warren unreasonably withholds consent.
6. This Contract may be terminated by either party, at its sole discretion, with or without cause, at any time upon the giving of ninety (90) days prior written notice.
7. NYSDOL and the County of Warren represents that they are self insured for all foreseen and unforeseen liabilities.

8. This Contract constitutes the entire understanding of the parties and no statement, promise, condition, understanding, inducement, or representation, oral or written, expressed or implied, which is not contained herein shall be binding or valid and this Contract shall not be changed, modified, or altered in any manner except by an instrument in writing, executed by both parties, except for termination as set forth in paragraph five (5) above.
9. The hours of operation of this Contract shall be from 8:30 a.m. – 4:30 p.m., Monday through Friday; and deviations from these hours would need written approval from NYSDOL.
10. NYSDOL shall have the right to enter the Premises at any time for the purpose of making an inspection.
11. If the County of Warren: (a) deserts the Contract Space; (b) defaults in the payment of the Contract Fee or any part thereof; (c) sells, assigns, mortgages, pledges or sublets this Contract; (d) defaults in the performance of any of the terms, conditions or covenants of this Contract which the County of Warren is to keep and perform, NYSDOL may, at any time thereafter terminate this Contract and the term thereof, on giving to the County of Warren or the legal representatives of the County of Warren and any person occupying the Premises, thirty (30) days prior written notice of its intention to terminate this Contract. Upon the giving of such notice, this Contract and the term thereof shall terminate on the date fixed in such notice as if such date were the date originally fixed in this Contract for the termination or expiration thereof. Such notice addressed to the County of Warren at the Contract Space location may be given by first class mail to County of Warren, or the legal representatives of the County of Warren.
12. NYSDOL shall not be liable for any damage to personal property or injury by elements or rain or storm water, which may be sustained by the County of Warren or other person or for any damage or injury resulting from the carelessness, negligence or improper conduct on the part of any person, or by reason of the breaking, leakage or obstruction of the water or soil pipes, or other leakage in or about any structure on the Premises.
13. The County of Warren shall not: (a) sell, assign, mortgage or pledge this Contract; (b) let or sublet the whole or any part of the Contract Space; or (c) occupy or allow the Contract Space to be occupied for any business other than specified herein or for any immoral or illegal purpose.
14. Holding Over – the County of Warren will have no right to remain in possession of all or any part of the Contract Space after the expiration of the term absent the written permission of NYSDOL. If the County of Warren remains in possession of all or any part of the Contract Space after the expiration of the term, with or without the consent of NYSDOL: (a) such use and occupancy will be deemed to be a periodic Contract from month to month only; (b) such use and occupancy will not constitute a renewal or extension of this Contract for any further term; and (c) such use and occupancy may be terminated by NYSDOL upon the earlier of thirty (30) days prior written notice or the earliest date permitted by law. If, however, NYSDOL has vacated its portion of the leased space, upon holding over, the County of Warren shall be responsible for NYSDOL's total monthly cost of renting the entire space. If, in the alternative, NYSDOL either holds over or enters a new lease, the County of Warren hold over rent shall be adjusted accordingly.

IN WITNESS WHEREOF, both parties have duly executed this Contract on the date herein written.

NEW YORK STATE DEPARTMENT OF LABOR:

Name: _____ Signature: _____

Title: _____ Date: _____

County of Warren Employment and Training:

Name: _____ Signature: _____

Title: _____ Date: _____

ADDENDUM "A"

Rent: \$51,098.04 per annum

Rent is based upon occupied space of 3,004 square feet, as well as covered operating expenses and use of common areas at the Premises, at an annual rate of \$17.01 per square foot for a total of \$51,098.04 annually. Divided by twelve (12) this equals a monthly amount of \$4,258.17. Covered operating expenses are: rent, electricity and maintenance and janitorial services.

Summary: 5/1/2022-4/30/2025 (36 months)

Monthly

Rent \$4,258.17

Total \$51,098.04

Total Annual Amount Due \$51,098.04

Total amount due this contract \$153,294.12

FACE PAGE

<p>New York State Department of Labor Governor W. Averell Harriman State Office Building Campus, Building 12 Albany, NY 12240</p> <p>Agency Code 14000</p>	<p>Contract Number: A2022-010 Amount of Agreement: \$153,294.12</p> <p>CFDA # (If Applicable):</p> <p>Contract Period: 05/01/2022 to 04/30/2025</p> <p>Multi-Year Term (if applicable) From: To:</p>
<p>Contractor Name/Project Sponsor: County of Warren Employment and Training</p> <p>Street: 333 Glen Street, Suite 300, City: Glens Falls State: New York Zip: 12801</p> <p>Billing Address (if different from above): Street: City: State: Zip:</p> <p>Title/Description of Project: Ancillary Agreement for office space located within the DOL office located at 333 Glen Street, Glens Falls, New York 12801.</p>	<p>Federal Tax Identification Number:</p> <p>Vendor Identification Number:</p> <p>Contractor is a Sectarian Entity <input type="checkbox"/> Check if Yes</p> <p>Check ONLY ONE of the Following Three Choices: Contractor is a Municipality <input type="checkbox"/> Check if Yes</p> <p>MUNICIPALITY # (If Applicable): _____ or</p> <p>Contractor is a For-Profit Organization <input type="checkbox"/> Check if Yes or</p> <p>Contractor is a Not-For-Profit Organization <input type="checkbox"/> Check if Yes</p>
<p>THIS AGREEMENT INCLUDES THE FOLLOWING:</p> <p><input checked="" type="checkbox"/> This Face Page and Standard Agreement</p> <p><input checked="" type="checkbox"/> Appendix A - Standard Clauses for all New York State Contracts <input type="checkbox"/> Appendix B - Project Budget and Program Narrative</p> <p><input type="checkbox"/> Appendix C - The Department's General Conditions <input type="checkbox"/> Appendix D - Certifications (as applicable) <input type="checkbox"/> Appendix E - Other Conditions, if applicable <input type="checkbox"/> Appendix X - Modification Agreement Form (to accompany modified appendices for changes in term or consideration on an existing period or for renewal periods)</p>	
<p>The Contractor and the Department agree to be bound by the terms and conditions contained in this Agreement</p>	
<p>CONTRACTOR</p>	<p>NYS DEPARTMENT OF LABOR</p>
<p>Signature of Contractor's Authorized Representative:</p> <p>_____</p> <p>Date: _____</p>	<p>Signature of Authorized Official:</p> <p>_____</p> <p>Date: _____</p>
<p>Type or Printed Name of Above Representative:</p> <p>Title of Authorized Representative:</p>	<p>Type or Printed Name of Above Official:</p> <p>Title of Authorized Representative:</p>
<p>Notary Public: State of New York County of _____ On the _____ day of _____, 20_____, before me personally appeared _____ to me known, who being by me duly sworn, did depose and say that he/she resides at _____ that he/she is the _____ of the _____ the corporation described herein which executed the foregoing instrument; and the he/she signed his/her name thereto by authority of the board of directors or said corporation.</p> <p>(Notary) _____</p>	<p>State Agency Certification: In addition to the Acceptance of this contract, I also certify that original Copies of this signature page will be attached to all Other exact copies of this contract.</p>
<p>Attorney General:</p>	<p>Office of the State Comptroller:</p>

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 & Training

DATE: May 24, 2022

- (a) Purpose of Amendment:
To accept funds from the Employment Recovery National Dislocated Worker Grant (ER-NDWG)

- (b) Appropriation Code, Object Code, Full Title and Amount:
**40.6293.0305
Employment Recovery National Dislocated Worker Grant (ER-NDWG)
\$30,293.79**

- (c) Revenue Code (with title), and Amount:
**40.6293.0305 4796
Employment Recovery National Dislocated Worker Grant (ER-NDWG)
\$30,293.79**

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 & Training

DATE: May 24, 2022

- (a) Purpose of Amendment:
Amend County budget to add annual allocation of TANF funds for the Summer Youth Employment Program. \$112,062.00
- (b) Appropriation Code, Object Code, Full Title and Amount:
40.6326 Temporary Assistance for Needy Families (TANF) total amount is \$112,062.00 40.6326 110 \$25,000.00 40.6326 130 \$32,000.00 40.6326 410 \$3000.00 40.6326 470 \$16,000.00 40.6326 810 \$36,062.00
- (c) Revenue Code (with title), and Amount:
40.6326 TANF \$112,062.00

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Employment & Training Payroll Dept. No: 40
Title of Position: Office Specialist DT Base Salary of Position: \$36,414 FT Grade: 7
Filling at Step # (If Known): _____
Budget code and title: 305, 310, 130 (Staff Part-Time Payroll) Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: N/A Date of Vacancy: N/A
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal 100 % State _____ % Other _____ % WIOA _____

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____
Actual Impact to Budget Report will be provided monthly by Human Resources Director.
Candidate's qualifications must be approved by Personnel Officer prior to hiring. Rev 5/17/22
Human Resources Director has approved this form when initialed. 1/5/22

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 5/18/22

BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature Frank E. Roux Date 5/24/22

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Economic Growth + Development
 The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature [Signature] Date 5/24/22

OFFICE SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: An incumbent in this class performs a wide variety of complex clerical operations providing office support to administrative or professional staff. Specific duties will vary with the needs of the appointing authority. This position requires a full range of skills in the operation of a computer using various software applications to maximize equipment capabilities in compiling statistical information for various reports, setting up and maintaining automated records/ filing systems, and producing correspondence or other document reports. Other typical duties include providing information to the public or visitors regarding office procedures/services, processing forms, collecting fees and other related office tasks. The work is performed under the supervision of a higher-level supervisor allowing for some exercise of independent judgment in carrying out the details of the work according to prescribed policies and procedures. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Provides general administrative and clerical support to enhance the operation of the office to which the incumbent is assigned;

Utilizes automated word processing equipment to produce correspondence, forms, reports, statistical information and other office/department data;

Processes and maintains accurate and complete records and files of the activities of the department;

Compiles a variety of data from automated and manual office records and outside sources to create reports for staff, departments and governmental agencies;

Provides general information to the public, either over the phone or in person, about office programs or procedures;

Interfaces and coordinates with other departments or divisions;

May coordinate and implement new procedures;

May participate in trainings, workshops, meetings and/or committees relating to program areas;

Uses other software applications such as spreadsheets, calendar, e-mail and database software in performing assignments;

Does related work as required.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of office practices, procedures and terminology;

Good knowledge of the capabilities of computer software systems to produce various formats, such as correspondence, reports, tables, charts and file storage;

Working knowledge of the organization, functions, policies, rules and regulations that govern the unit to which appointed;

Ability to handle routine administrative details independently;

Ability to understand and follow complex oral and written instructions;

Ability to deal courteously and effectively with the public- in person, by phone or email;

Ability to effectively use computer applications such as spreadsheets, word processing, calendar, email and database software;

Attention to detail, discretion, courtesy, tact and dependability.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and either:

- a) An Associate's Degree or higher in Business Administration, Office Management or related field;
- b) An Associate's degree or higher and one year of paid office administrative or clerical experience which shall have included the use of computer applications or other automated systems; or
- c) Three years of paid office administrative or clerical experience which shall have included the use of computer applications or other automated systems.

NOTE: Education beyond the secondary level must be obtained from an institution that is a regionally accredited or New York State registered college or university.

WC: 1993, 2014, 2017, 2022

JC: Competitive

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Employment & Training

DATE: May 24, 2022

- (a) Title of Requested Position: **Job Coach-Employment & Training**
- (b) Annual Base Salary (and Grade if Applicable): **TBD by HR**
- (c) Effective Date for New Position*: **July 1, 2022**
**Please do not backdate unless the purpose is to correct an error.*
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
N/A
- (e) Where are Funds in the Budget for this Position?
List Budget Code, Object Code, Full Title and Amount:
40.6326 I30 (TANF) and 40.6293.4999 (ARPA)
- (f) Is a Budget Transfer needed? YES NO
If yes, please complete Resolution Request Form No. 10 – Transfer of Funds
If no, please provide details on how the increase will be funded with the current budget:
- (g) Has Personnel Officer Reviewed and Approved of the New Position Title? YES NO
*(This is necessary **BEFORE** bringing the request to committee)*
- (h) Is this a mandated position? YES NO
If yes, please explain:
- (i) Is there expected revenue from this position? YES NO
If , please explain and complete Resolution Request Form No. 07 – Amend County Budget to recognize revenue:

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Employment & Training Payroll Dept. No: 40
Title of Position: Job Coach- temporary- next 5 summers Base Salary of Position: 34,488 Grade: 6
Filling at Step # (If Known): _____
Budget code and title: 40.6293.4999 ARPA or 40.6326 130 TANF Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: _____ Date of Vacancy: _____
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal 100 % State _____ % Other _____ %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____
Actual Impact to Budget Report will be provided monthly by Human Resources Director.
Candidate's qualifications must be approved by Personnel Officer prior to hiring. 2/25/22
Human Resources Director has approved this form when initialed. 1/7 5/25/22

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 5/26/22

BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature Frank E. Thomas Date 5/31/22

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Economic Growth & Dev.
 The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature [Signature] Date 6/7/22

JOB COACH- EMPLOYMENT AND TRAINING

DISTINGUISHING FEATURES OF THE CLASS: An employee in this position is responsible for developing job sites and providing employment opportunities for youth. In addition, the employee coordinates the youth/employer relationship. Work is performed under the general supervision of a supervisor. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Meets with youth to assess vocational, employment needs and interests;
Visits specific job sites and obtains all pertinent information concerning the specific position from the employer;
Assists in performing a job analysis specifying all job requirements and performance goals;
Assists program participant in other needs such as transportation, etc.;
Assists program participants with required program documentation, such as timesheets or career activity assignments/lessons;
Provides on-site instruction to workers on specific job responsibilities as required by the employer;
Maintains records on worker performance problems and methods for remediation through continued training at the work site;
Communicates performance concerns or challenges to supervisor or other designated staff member;
Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;
Does related work as assigned.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of available community employment resources;
Ability to carry out oral and written instructions;
Ability to express oneself clearly;
Ability to prepare written material;
Patience and tolerance;
Positive attitude;
Skill in dealing informally with youth;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and either:

- a) 30 credits or more of post high school coursework; or
- (b) One of experience in the field of education, staff counselor services or related field; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

NOTE: Verifiable part-time or volunteer experience will be accepted on a pro-rated basis.

NOTE: Education beyond the secondary level must be obtained from an institution that is a regionally accredited or New York State registered college or university.

Economic Growth & Development Committee
Planning & Community Development Agenda
May 24, 2022

COMMITTEE MEMBERS: Supervisors **WILD**, McDevitt, Hogan, Strough, Leggett, Frasier, Magowan - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
 1. Request: apply for grant funding through the Consolidated Funding Application
Rationale: Consistent with programs available through the state's Consolidated Funding Application, apply for grant funding for County sponsored programs and projects partnered with local municipalities.
 2. Request: designate Wayne LaMothe as a Certifying Official
Rationale: The County, as part of its Administrative Plan, is required to submit a resolution to the Office of Community Renewal designating a Certifying Official for the purpose of completing the Environmental Review Record for grant award 1197CP110-21. Proposal is to designate Wayne E LaMothe, County Planner as the Certifying Official.
- IV. Discussion Items:
- Consolidated Funding Application opportunities
- V. Referrals/Pending Items:
- None
- VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

Attachments:

1. Reso request form #5 – request to apply for grant funding through the Consolidated Funding Application
2. Reso request form #20 – designate Wayne LaMothe as a certifying official of OCR grant

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME:

DATE:

- (a) Purpose of Grant:

- (b) Name of Grantor:

- (c) Address of Contractor:

- (d) Grantor's Contact Person and Telephone Number:

- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?

- (f) Effective Date of Grant:

- (g) Termination Date of Grant:

- (h) Total Dollar Amount Involved (not to exceed):

- (i) Deadline to Submit Grant Application and/or Grant Agreement:

- (j) Is a Budget amendment required? If yes, also complete and submit Form No. 7.

- (k) Are the funds to go into a Capital Project or Capital Reserve Project? If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.

- (i) Is a Local Share Required? If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

2022 Available Resources

Programs Subject to the 4:00PM July 29 Deadline

Empire State Development: Up to \$23.125 million

- Up to \$15 million for Market New York
- Up to \$8.125 million for Business Incubator Program

Homes and Community Renewal: Up to \$4.2 million

- Up to \$4.2 million for New York Main Street Program

Office of Parks, Recreation and Historic Preservation: Up to \$20.875 million

- Up to \$20.875 million for Environmental Protection Fund Grants Program for Parks, Preservation and Heritage (EPF)

Department of State: Up to \$20.3 million

- Up to \$16.3 million for the Local Waterfront Revitalization Program
- Up to \$4 million for the Brownfield Opportunity Area Program

New York State Canal Corporation: Up to \$1 million

- Up to \$1 million for the Canalway Grants Program

New York State Energy Research and Development Authority: Up to \$25 million

- Up to \$15 million for Commercial and Industrial (C&I) Carbon Challenge
- Up to \$10 million for Carbon Neutral Economic Development Program

New York State Department of Agriculture and Markets: Up to \$5.8 million

- Up to \$5.8 million for the New York State Grown & Certified Infrastructure, Technology, Research and Development Grant Program

Open Enrollment Programs

Empire State Development: Up to \$225 million

- Up to \$150 million for ESD Grant Funds
- Up to \$75 million for Excelsior Jobs Program

New York State Power Authority: Up to 17.9 Megawatts

- Up to 17.9 Megawatts for the ReCharge NY Program

Programs included as Open Enrollment will continue to accept applications on an ongoing basis and are not subject to the July 29 deadline

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Planning and Community Development

DATE: May 2022

(a) Purpose of Request:
Designate Certifying Official

(b) Details:
The County, as part of its Administrative Plan, is required to submit a resolution to the Office of Community Renewal designating a Certifying Official for the purpose of completing the Environmental Review Record for grant award 1197CP110-21. Proposal is to designate Wayne E LaMothe, County Planner as the certifying Official.

(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

**EXHIBIT 2-1
DESIGNATION OF CERTIFYING OFFICER AND ENVIRONMENTAL
RESPONSIBILITY CERTIFICATION (BY RESOLUTION)**

(Date)

(Name of the OCR Community/Economic Developer)

Office of Community Renewal
Hampton Plaza
38-40 State Street, 4th Floor
Albany, New York 12207

Dear (Name of OCR Community/Economic Developer):

I, _____, the authorized signatory for _____ do attest that:

- I understand that any projects that include CDBG funds must be assessed in accordance with the National Environmental Policy Act of 1969 (NEPA) and the related authorities listed at 24 CFR Part 58.
- I understand that, except for actions involving activities determined to be Exempt (per 24 CFR 58.34 and NYS Office of Community Renewal procedures), **no physical alteration to individual sites can occur nor can funds for those activities be committed or expended until receipt of an environmental clearance letter** from the Housing Trust Fund Corporation and, for any subsequently identified specific sites, site-specific reviews are completed for which the Certifying Officer determines that there are no unanticipated impacts nor impacts not adequately addressed in the program review related to the environmental clearance letter and said Officer certifies such determination.
- I understand that should any part of a project site be physically altered, funds be committed, or funds be expended prior to receiving the appropriate environmental clearances, that the site will not be eligible for CDBG funding and the (Name of Responsible Entity) may be responsible for any costs incurred except under the following circumstance: in the case of Exempt activities, concurrence from the NYS Office of Community Renewal that the particular action is Exempt prior to any physical alterations unless that action is taken to address an emergency situation in which case concurrence must be obtained no later than the first regular business day following such an event,
- I also notify you that (Name of Certifying Officer), (Title), is designated as the **Certifying Officer** responsible for all activities associated with the environmental review process to be completed in conjunction with NYS CDBG project number (OCR-assigned project number) awarded to (Name of Recipient)

Sincerely,

Signature of Chief Elected Official

Typed Name and Title

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT

DATE: MAY 24, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS WILD
MCDEVITT
HOGAN (VIA ZOOM)
STROUGH
LEGGETT (VIA ZOOM)
FRASIER (VIA ZOOM)
MAGOWAN

OTHERS PRESENT:

CARM BASILE, CEO, CDTA
S. WILLIAM COLLINS, MAYOR OF THE CITY OF GLENS FALLS
SCOTT SOPCZYK, TRANSPORTATION DIRECTOR, GREATER GLENS FALLS TRANSIT
REPRESENTING ECONOMIC DEVELOPMENT CORPORATION:
JIM SIPLON, PRESIDENT, ECONOMIC DEVELOPMENT CORPORATION
LIZA OCHSENDORF, DIRECTOR, EMPLOYMENT & TRAINING ADMINISTRATION
REPRESENTING PLANNING & COMMUNITY DEVELOPMENT:
WAYNE LAMOTHE, COUNTY PLANNER
SARA FRANKENFELD, GIS ADMINISTRATOR (VIA ZOOM)
ETHAN GADDY, ASSISTANT COUNTY PLANNER
PATRICIA TATICH, ASSOCIATE PLANNER (VIA ZOOM)
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER (VIA ZOOM)
DIAMOND
GERACI (VIA ZOOM)
SEEBER (VIA ZOOM)
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR (VIA ZOOM)
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS (VIA ZOOM)
ROBIN MAPP, AIRPORT MANAGER
STEPHEN BARRETT, BARRETT ENERGY RESOURCES GROUP
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the May 24, 2022 meeting of the Economic Growth & Development Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Note: Pursuant to New York State Legislation (S.50001/A.40001): “Notwithstanding the provisions of article 7 of the public officers law to the contrary, any state agency, department, corporation, office, authority, board, or commission, as well as any local public body, or public corporation as defined in section 66 of the general construction law, or political subdivisions as defined in section 100 of the general municipal law, or a committee or subcommittee or other similar body of such entity, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed”. All of the Committee members in attendance were physically present, aside from Ms. Hogan, Mr. Leggett and Mr. Strough who attended remotely.

Mr. Wild called the meeting of the Economic Growth & Development Committee to order at 9:01 a.m.

Motion was made by Mr. Strough, seconded by Mr. McDevitt and carried by a majority vote of those present (*Ms. Hogan absent*) with Mr. Magowan abstaining, to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Employment & Training Administration and Planning & Community Development agendas were distributed to those in attendance, those participating remotely accessed the agenda via the Warren County website. *Copies of the agendas*

are on file with the meeting minutes.

Privilege of the floor was extended to S. William Collins, *Mayor of the City of Glens Falls*; Scott Sopczyk, *Transportation Director, GGFT (Greater Glens Falls Transit)*; Carm Basile, *CEO, CDTA*, and who spoke regarding a proposal to expand transportation services to Warren and Washington Counties to allow for residents of Albany and Montgomery Counties to use the bus system to visit the Warren County area through a merger of GGFT with CDTA.

Ms. Hogan entered the meeting at 9:04 a.m. remotely.

Following a lengthy discussion in regard to the cost the merger would have on Warren County, a motion was made by Mr. Strough, seconded by Mr. Magowan and carried by majority vote, with Ms. Hogan voting in opposition, to approve a resolution in support of moving in the direction of exploring operating in a combined nature with the CDTA for expanded bus routes throughout Warren County and the necessary resolution was authorized for the June 15th Board meeting.

Privilege of the floor was extended to Jim Siplon, *President & CEO, Warren County EDC (Economic Development Corporation)*, who presented a Power point presentation entitled, "EDC Economic Update" which he provided an overview of. He made mention of the upcoming annual EDC luncheon which would be held on June 17, 2022 at The Great Escape Lodge and he encouraged all to attend.

Moving on, the Committee reviewed the Employment & Training Administration agenda which included the following requests as presented by Liza Ochsendorf, *Director, Employment & Training Administration*:

- a. To authorize a new contract with New York State Department of Labor for a rental agreement in an amount not to exceed \$153,294.12 annually (\$4,258.17 monthly) for a term commencing May 1, 2022 and terminating April 30, 2025.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the June 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- b. To amend the County Budget in the amount of \$30,293.79 to reflect receipt of funds from the Employment Recovery National Dislocated Worker Grant (ER-NDWG).
- c. To amend the County Budget in the amount of \$112,062 to reflect receipt of TANF (*Temporary Assistance to Needy Families*) funds for the Summer Youth Employment Program.

Motion was made by Mr. Strough, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and refer same to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

- d. To fill the vacant position of Office Specialist - PT, *Grade 7, Base Annual Salary \$36,414.*

Motion was made by Mr. Magowan, seconded by Ms. Hogan and carried unanimously to approve the request as outlined above and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- e. To amend the Table of Organization and Salary Schedule to create and fill the new position of Job Coach, *Base Annual Salary \$37,500, effective July 1, 2022.*

Motion was made by Ms. Hogan, seconded by Mr. McDevitt and carried unanimously to approve the request as outlined above and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

A review of the Information for Discussion/Review portion of the agenda commenced, during which Ms. Ochsendorf provided general updates on employment and training matters and short and long-term visions.

There being no further Employment & Training Administration business to discuss, the Committee commenced with a review of the Planning & Community Development agenda, which included the following requests presented by Wayne LaMothe, *County Planner*:

1. To authorize submission of a Consolidated Funding Application with the grantor and grant amount to be determined.

Motion was made by Mr. McDevitt, seconded by Mr. Strough and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the June 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. To designate Wayne LaMothe, *County Planner*, as the Certifying Official for the purpose of completing the Environmental Review Record for the Office of Community Renewal grant award 1197CP110-21.

Motion was made by Mr. Strough, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the June 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Discussion ensued with regard to the lack of interest for the Senior Planner position which had been advertised several times. Following discussion, motion was made by Mr. Strough and seconded by Mr. Magowan to create a new position of Assistant County Planner 2 and to abolish the Senior Planner position. Upon advisement from Mr. LaMothe that it might be a better approach to retain the Senior Planner position and advertise both, then fill one and abolish the other, Mr. Strough amended his motion, and Mr. Magowan his second, to include just the creation of the Assistant County Planner 2 position. Mr. Wild called the question and the motion was carried unanimously to amend the Table of Organization and Salary Schedule to create and fill the position of Assistant County Planner 2, *Grade 14, Base Annual Salary \$63,711*, effective June 6, 2022 and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request and Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Discussion Items were reviewed, as follows:

- Consolidated Funding Application opportunities - Mr. LaMothe apprised Patricia Tatich, *Associate Planner*, had prepared a document regarding how the County could address housing needs with a Land Bank and a Housing Trust and he requested she present the document to the full Board and answer any questions the Committee may have. Ms. Tatich stated she would prefer to distribute the paper to the Supervisors to allow them time to review the information and allow discussion in the future.

There being no further business to come before the Economic Growth & Development Committee, on motion made by Mr. Magowan, seconded by Mr. Strough and carried unanimously, Mr. Wild adjourned the meeting at 10:43 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board

EDC Economic Update

Economic Growth Committee, Warren County

Jim Siplon 24 May 2022

WARREN COUNTY ECONOMIC SCORECARD

Q1 2022



YTD Performance as of March 31, 2022

Performance Overview						
YTD	+		-		=	
Quarter (Q1 2022)	Current	Previous	Current	Previous	Current	Previous
Economic (5)	4	5	1	0	0	0
Consumer (5)	3	3	2	2	0	0
Total (10)	7	8	3	2	0	0

Q1 2022 Highlights: Warren County's economic recovery continued in the first quarter of 2022, registering seven positive-trending indicators, compared to eighth the preceding quarter. Workforce development trends in the county were especially positive, with its ranks of unemployment insurance beneficiaries falling below pre-COVID levels. The labor force expanded throughout Q1 after contracting the previous quarter. Private sector employment in the Glens Falls metro area also increased by an average 6.8 percent. Labor force improvements may have contributed to a decline in the average weekly hours worked by private sector employees, but that number was below the five-year, pre-COVID average.

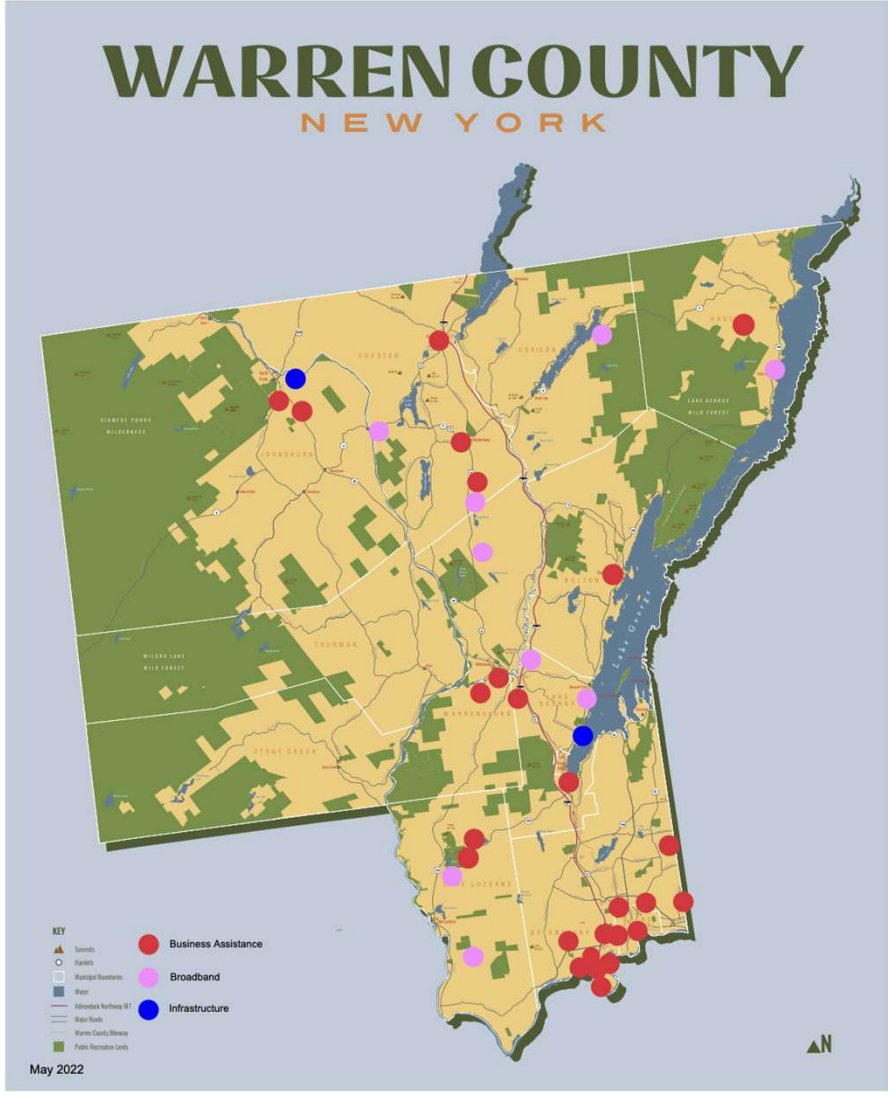
While sales tax collections did increase in Q1 by 18.8 percent, part of that was driven by inflation. Closed single-family home sales were down 28 percent and new listings declined by 15.4 percent.

Running List full-year 2021 Performance Metrics (Y/Y)

Population: 65,618 (0.0%)
 Ed Attainment, BA+ (2020): 32.3% (US=32.9%)
 High School Graduation Rate: 84.9% (NYS=86.1%)
 Unemployment Rate: 5.1% (↓3.3%)
 Labor Force: 31,083 (↑0.5%)
 Sales Tax Collections: \$65,778,754 (↑18.3%)
 Closed Residential Sales: 1,008 (↓5.7%)
 Median Sale Price \$257,750 (↑8.5%)
 Building Permits (Single Family Units): 152 (↑7.8)

Unemployment Rate ↓2.6% to 4.4% Source: NY DOL	Unemployment Insurance Beneficiaries ↓56.7% to 867 Source: NY DOL
Labor Force ↑1.3% to 30,933 Source: NY DOL	Average Weekly Hours of All Private Sector Employees ↓6.1% to 33.5 Source: US BLS
Private Sector Employed ↑6.8% to 41,033 Source: NY DOL	Sales Tax Collections ↑18.8% to \$14,268,355 Source: NY OSC
Closed Home Sales ↓28.0% to 152 Source: NYSAP	New Listings ↓15.4% to 187 Source: NYSAR
Median Sale Price (Current QTR) ↑6.4% to \$250,000 Source: US Census Bureau	Single-Family Building Permits ↑14.9% to 54 Source: US Census Bureau

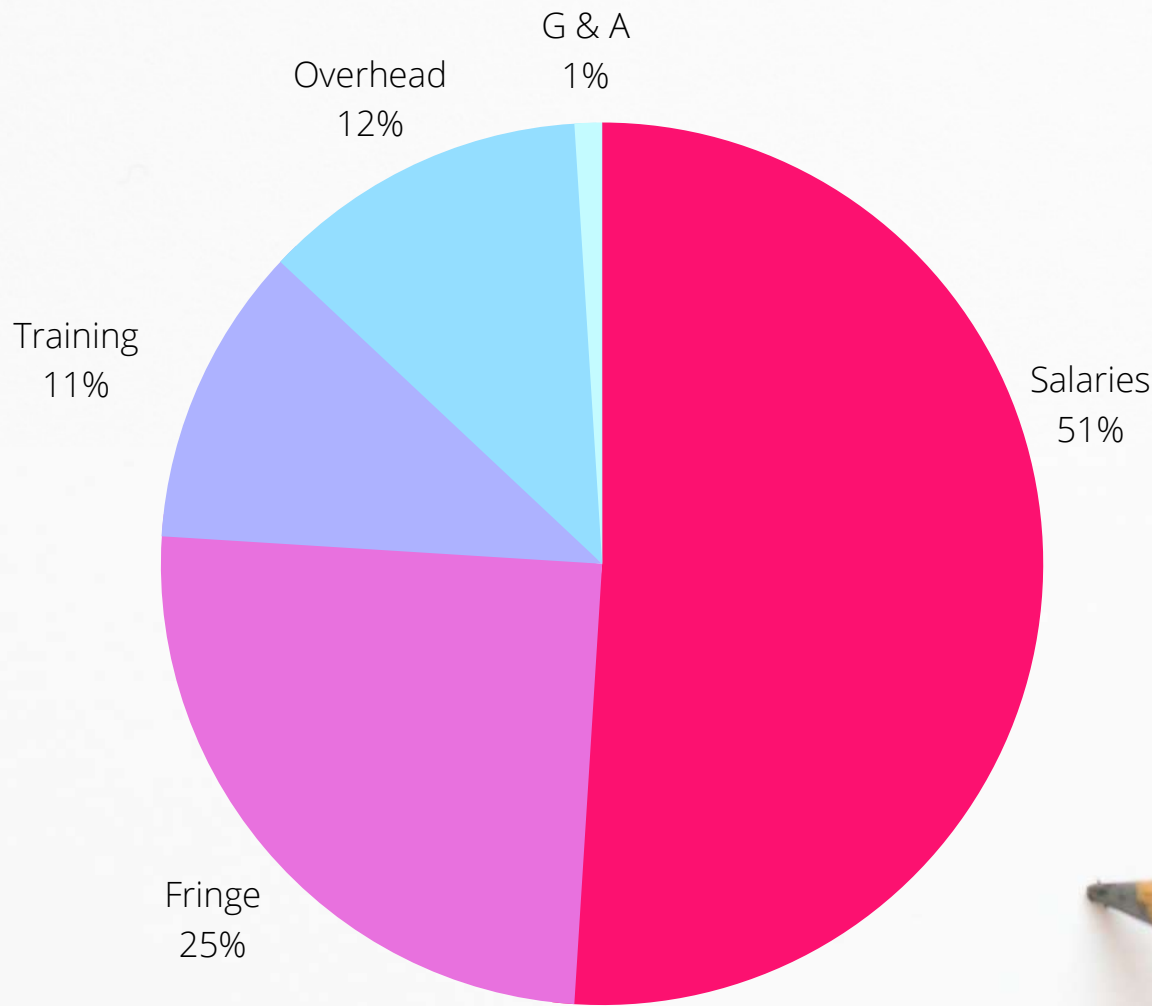
■ Economic Conditions ■ Consumer



May 2022

Warren County EDC's Warren County Economic Scorecard is updated quarterly and tracks a 10 local Monthly economic indicators that provide insights into the health of the county's economy and the direction in which it is headed. Each metric's score represents the trend of the YTD average or total when compared to the same period of the previous year. Data is current up to the quarter's last month.

For more information contact EDC Warren County at (518) 761-6007.



SALARIES

FRINGE

TRAINING

OVERHEAD

**GENERAL &
ADMINISTRATIVE**

WIOA Expenses

PY21 Budget \$673,566

Workforce Innovation & Opportunity Act (WIOA) Funding Allocations & Required Services

Total PY21 Budget: \$673,566



Administrative

\$67,467



Dislocated Workers

\$161,327



Adults

\$219,243

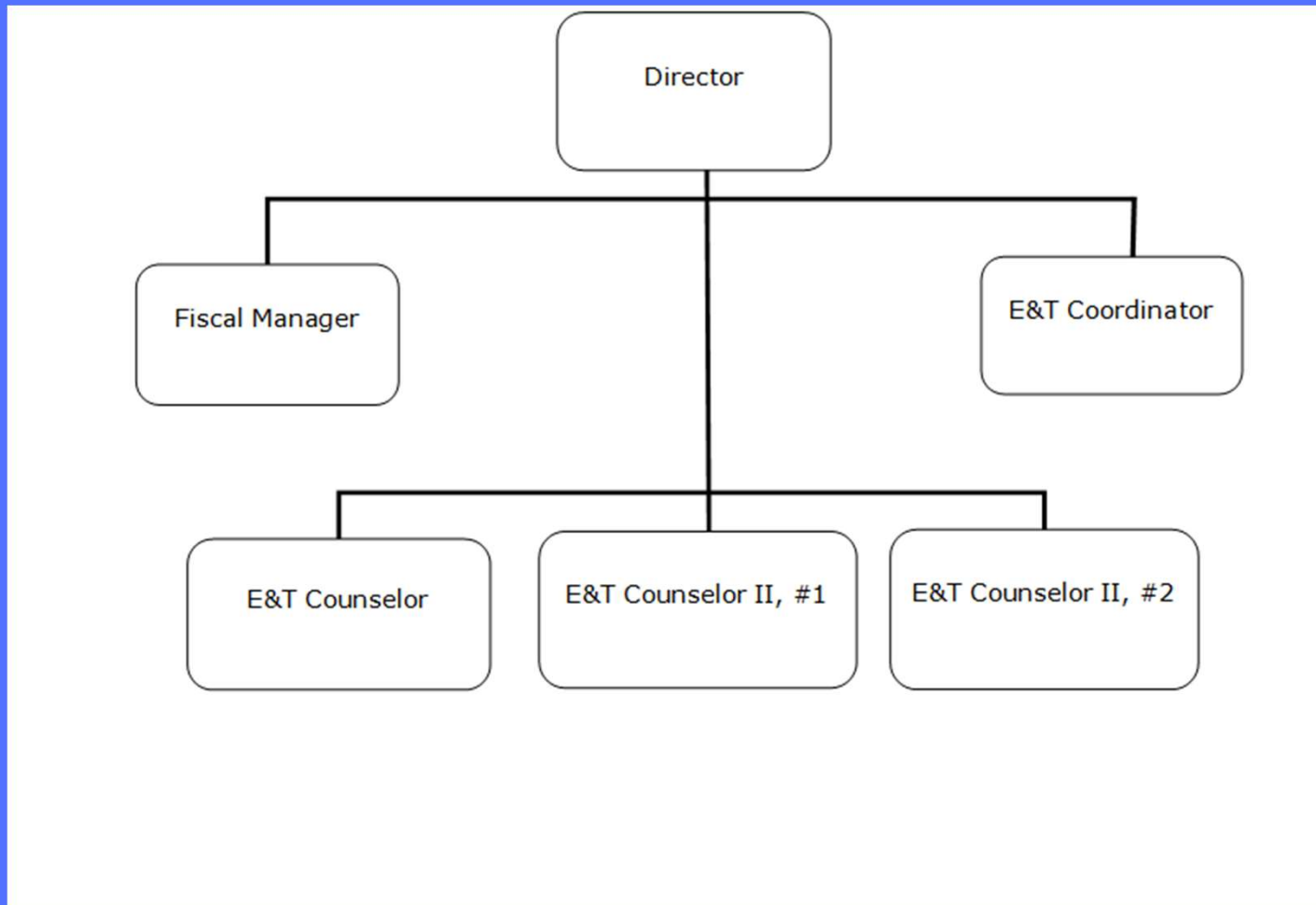


Youth

75% must be spent on out of school youth

\$225,529

Current Org Chart Employment & Training



DEPARTMENT OF WORKFORCE DEVELOPMENT

WIOA FUNDED SERVICES

- Adults
- Youth
- Dislocated Workers
- WDB Requirements
- Performance indicators for NYSDOL

COMMUNITY

- Training and support for businesses
- Industry specific initiatives
- Address barriers to employment: child care, transportation, housing, etc.
- Building partnerships and programs
- Pipeline from schools to jobs

COUNTY GOVERNMENT

- Upskilling incumbent workers
- Building partnerships between departments
- Problem solving for workforce challenges
- Support County to be a competitive employer