

TOMPKINS COUNTY WORKFORCE DEVELOPMENT BOARD

February 27, 2018

8:30 A.M. Borg Warner Room – Tompkins County Public Library

PRESENT: M. Abdelrehim, D. Burrows, B. Forest, A. Hendrix, K. Kersey, P. Levesque, J. Sammons, M. Stamm, M. Stazi, J. Tavares

EXCUSED: A. Bishop, L. Dillon, A. Iles, J. Matteson, O. Montague, S. Pronti, M. Williamee, I. Burbank

ABSENT: B. Dickens, J. Lance, K. Smith

EX-OFFICIO: L. Holmes, T. Carlson

GUESTS: K. Cerasaro, C. Harris, NYSDOL; D. Hesler, TST BOCES

STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chairman Burrows called the meeting to order at 8:37 a.m. and welcomed Mike Hall, Ithaca Tompkins Regional Airport Director to the meeting. Mr. Hall will be presenting later in the meeting. Introductions of guests followed.

ACTION ITEMS

Approval of the action items on the agenda were deferred to the April meeting due to lack of quorum.

TREASURER'S REPORT

Ms. Mattick reviewed the financial reports for the quarter ending December 31, 2017. One item of note is the subcontract line looks to be 55% percent expended. This is due to the final claims for the summer youth employment program being paid in this fiscal year. The line will right itself with the infusion of funding for the 2018 summer youth program if those funds are received prior to July 1, 2018.

Ms. Mattick did report that the Ticket to Work revenue is surpassing expectations. The program assists individuals receiving SSDI and SSI get back into the workforce. She stated that the Tuition/OJT funds are close to being fully obligated. She stated that the recent award of the DRC funding can be used to help to bridge the gap as those funds are flexible and can be used for tuition for individuals with self-attested disabilities.

She also reported the Office of Employment and Training wages will not be fully expended due to the length of time it took to fill the vacancy. The excess funds will be carried over into the next budget year and can be used elsewhere in the budget if needed.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE

Ms. Mattick's report reflects the activities begin undertaken by the Executive Committee. Her report is included at the end of the minutes.

ONE STOP OPERATIONS COMMITTEE

The Committee has been working on reviewing and approving the Demand Occupations List. The list will be reviewed annually and helps with workforce planning. This item will be brought to the Board for approval at the April meeting. Ms. Mattick gave a brief overview of how the list was created stating she reviewed local and regional demand levels, had discussions with NYSDOL Research & Statistics, obtained information from JobsEQ and consulted with Martha Armstrong from Tompkins County Area Development. She also used workforce intelligence from within the community. She stated two subsets, hospitality and advanced manufacturing are considered higher demand.

Mr. Sammons stated he would like to see the numbers. Ms. Mattick stated the information is available and she will follow up with him.

GOVERNANCE AND MEMBERSHIP COMMITTEE

Mr. Stamm reported the Committee will be meeting on the 15th to discuss board terms, attendance and vacancies.

YOUTH OVERSIGHT COMMITTEE

Ms. Hendrix stated the Committee has been working on the WIOA and Summer Youth Employment Request for Proposals. Both items are on today's agenda but will be deferred to the April meeting.

SERVICES TO INDIVIDUALS WITH DISABILITIES COMMITTEE

Mr. Matteson was not at the meeting. Ms. Mattick reported a joint meeting with the Youth Oversight Committee is in the planning stages. The two groups share similar goals.

DIRECTOR'S REPORT

Ms. Mattick's report is included at the end of the minutes.

ITHACA TOMPKINS REGIONAL AIRPORT UPDATE - MIKE HALL, DIRECTOR

Mr. Hall provided an overview of airport activities. He stated that in the last three years the airport has been closed exactly 2 hours due to bad weather. He commended the operations crew at the Airport for their dedication and the tremendous job they do keeping the facility open. New FAA regulations require the runway to be clear and dry for airlines to operate.

Tompkins County produces \$8 Billion local gross product and has the strongest economy in Upstate NY. The population and job base are steadily growing, providing 15,000 quality jobs for commuters. The county is home to Cornell University, a world class research institution, and Ithaca Tompkins Regional Airport (ITH) is a gateway to and from upstate New York and supports Cornell's connection to international students, faculty and research partners. The airport is critical to the advanced manufacturing sector's supply chain. The airport is unlike a lot of upstate airports in that Ithaca is a destination. Typically, individuals fly out and spend their money elsewhere, Ithaca is 50/50.

In 2018 scheduled departures and seats are increasing by approximately 1% and 6%, respectively vs. 2016. Each of the carriers at ITH transitioned to 50-seat regional jets by the end of 2017. Travel demand to and from ITH continues to grow and there is healthy competition among the incumbent carriers. Ithaca's Top 25 origin and destination (O&D) markets account for approximately 111,000 passengers and \$26 million in net revenue and there is strong O&D traffic to large western metropolitan markets such as SFO, LAX, DEN, ORD, SEA and DFW. Ithaca's Top 25 International O&D markets account for approximately 60% of all ITH international traffic as of calendar year (CY) 2016 accounting for approximately 17,000 passengers as of CY 2016. Five of the top ten markets are to Pacific Rim markets driven primarily by the high demand of Asian students and research faculty attending Cornell University. Cornell's Asian student enrollment has increased 105% since 2007 and it is forecast to grow by 18% annually. Increased capacity via a western hub may allow for greater high yielding international traffic capture. He noted that ITH international passenger traffic has grown approximately 38% since 2006. Ithaca does not experience drastic seasonal fluctuations, this due to consistent high demand throughout the entire year and the average load factor for CY 2016 was 72%.

Discussions are underway with American to provide direct flights into Chicago O'Hare. This would provide an opportunity to capture additional traffic and provide convenient connectivity to/from popular western US markets such as San Francisco, Los Angeles, Seattle and Denver. Non-stop flights would also compliment international connections to the Pacific Rim and Europe. Projected 2X daily service would produce an initial 75% load factor (LF) and 170 passengers daily each way (PDEW). To provide service, American wants to see upgrades to the terminal and additional jet bridges. He believes Chicago will be added as a hub from Ithaca soon.

Mr. Hall spoke about the upgrades that will be occurring at the Airport. The 50 seat regional jets are being replaced by 65 seat jets. A year from now there will be four jet bridges and the airport will be able to handle 737 size planes resulting in a greater customer experience. A customs facility is also being proposed. Currently an inbound Chinese Gulfstream must stop somewhere else for customs clearance before coming into Ithaca. Parking will also be transformed with the solar panel covered parking areas that will power the geothermal heating system in the terminal. The terminal will be one-third larger but will not cost any more to operate, in fact, it is projected to cost \$50,000 less annually.

Mr. Hall noted that the airport property also has room for a new NYSDOT facility, should the DOT choose to relocate there. The property will also have a regional commercial drivers' license training and examination center. The space is approximately two football fields and will provide enough space for practicing and exams. This will be very beneficial to workforce development because there is a shortage of training and getting people tested.

Mr. Sammons asked what is the largest size airplane that can land in Ithaca. Mr. Hall stated there is more runway available in Ithaca than what is available Midway, LaGuardia or John Wayne. There is nearly 7000 feet available and anything up to a 757-size airplane can safely land there. You will occasionally see 757 airplanes flying out as charters. Mr. Sammons also asked about the lack of a radar system at the airport and asked if it will limit the airport's expansion. Mr. Hall stated the radar site that the FAA uses is in Elmira. He stated he would like to move the tower to the other side of the runway, but it is very difficult to get permission for those types of requests. He stated the FAA is also moving away from radar and instead placing ASB transponders on each plane. They could also put it in the tower. It lets planes have a full picture in flight.

Mr. Burrows stated the airport is the major transportation option for the area. He noted that in his company employees have difficulty getting out to meetings and often need to leave a day or two in advance to hit connections, etc. He stated this is a hindrance and he would like to see non-stop flights to DC, Boston and Chicago. Mr. Hall stated he believes non-stop flights will happen with one of the carriers as well as Charlotte. Discussions are underway with several companies about flights into Washington and Boston. There are companies that are now flying 35 seat planes and he has had conversations with Cornell about using their campus to campus reservation system. Rather than going by bus, you would go by plane. Discussions include five-day services into BWI or DCA and working Boston in along the way because of the tech connection.

Ms. Holmes asked what stage of development the CDL training site is in. Mr. Hall stated there is enthusiasm in the community about having a training and testing site. TCAT/Gadabout and school districts all have a need for this type of facility. The design is underway with C&S Design and DMV is helping with the costs of paving. The material and equipment exist to make this a reality and he expects much of the work to be complete by the end of 2018. There will be a user's fee due to FAA regulations. Mr. Hall encouraged the board to send letters of support and he will get the information on where those should be sent to Ms. Mattick to share with the Board.

Ms. Holmes asked if the training site is contingent on the DOT relocating. Mr. Hall stated it is not. When looking at the location, there are limited uses because of it's proximity to the airport. Tall buildings are not an option and there is a lot of noise with planes coming in and taking off. The thought is that this would be an ideal site for a transportation center.

Mr. Stamm stated that of all the airports in the region, Tompkins is the most entrepreneurial. He stated that when there are discussions about adding service or providing upgrades, we have a lot of credibility with the airlines. They know we know their business and we know our markets.

Mr. Burrows thanked Mr. Hall for attending and providing a very informative overview of airport operations.

ADJOURNMENT

The meeting adjourned at 9:52 a.m. The next meeting is scheduled for Tuesday, April 24, 2018 at 8:30 a.m. in the Borg Warner Room at the Tompkins County Public Library.

Minutes prepared by Jennifer Luu.

**Tompkins County Workforce Development Board
Director's Report
February 2018**

Licensed Practical Nurse Training – We are partnering with Cayuga Medical Center to apply for funding to assist with the LPN Training Program Startup. Our plan is to apply for assistance with tuition, supportive services and possibly classroom set up costs. We have had initial conversations with a potential funder and we are cautiously optimistic. The goal is to open a class locally in Fall 2018. In the meantime, GST BOCES has classes starting Spring 2018 in Elmira that we will be looking for creative ways to get people to/from the training with lab and clinicals offered locally.

Disability Resource Coordinator (DRC) Grant – We have been awarded a little over \$500K in grant funding which will allow us to add an additional full time DRC at the Tompkins Workforce New York Career Center. This DRC will focus on youth w/disabilities between 14-24 and assisting them with entering existing career pathways. The Office of Employment and Training is currently recruiting for the new DRC position.

½ Time Admin Coordinator position – We are in the process of getting permission to fill this position and hope to have a person hired by mid-March.

Pathways in Technology Early College High School (PTECH) Grant – TST BOCES has been awarded a PTECH Grant. Board staff along with TCAD and the Chamber of Commerce continue to assist TST BOCES with recruiting businesses to provide curriculum advice, mentoring, internships and employment opportunities. The school is scheduled to open in September 2018 and will focus on IT- related and Advanced Manufacturing Careers.

NYSDOL Fiscal Oversight - Our new NYSDOL Fiscal Oversight person will be in our office February 7-8. They will be reviewing our previous fiscal year grant closeouts and our monitoring of subrecipients.

Health Career Expo 2018 – Planning has started for the 2018 Health Career Expo. The Expo is for high school students from a broad region and is a hands-on opportunity to explore careers in health care. We expect 350-400 students and chaperones. The event will be October 19, 2018.

WIOA Youth RFP – We received one proposal in response to the Request for Proposals issued in December. The Youth Oversight Committee is reviewing the proposals and has requested clarification on a couple of items from the proposer. A resolution to award the contract will be coming to the Workforce Development Board at its February 27, 2018 meeting.

Summer Youth Employment Program RFP – We anticipate releasing a RFP for the Summer Youth Employment Program (pending Executive Committee approval) the week of February 5, 2018.

A2D (Arrival 2 Departure) Tourism Training Program – We are collaborating with the Convention and Visitors to request one-time grant funding from the Strategic Tourism Planning Board to implement a highly customized Tourism Training Program. The grant will be utilized for the initial costs to customize the program. We anticipate covering the ongoing costs with our existing grant resources from the Strategic Tourism Planning Board.