

Oyster Bay-North Hempstead-Glen Cove Local Workforce Development Board  
Meeting Minutes

*Date: October 6, 2023*

**MEMBERS ATTENDED**

William Kurz	Kurz Planning Inc. /Board Chairman
Michele Oliva	Director- Town of Oyster Bay –IGA
Jon Siskind	Independent Consultant/Vice Chairman
May-Whei Lin	NYS Department of Labor
Martin Murphy, Ph.D.	NYSED/LI RAEN
Walter Markowitz	Hofstra University
Matthew J. Berger, Esq.	Barnes Iaccarino & Shepherd LLP.

**NON-MEMBERS ATTENDED**

Linda Scalera	One-Stop Program Coordinator, Town of Oyster Bay, IGA
Gail Parainfo	One-Stop Operator-Town of Oyster Bay, IGA
Elvira Lovaglio-Duncan	LIEOC
Nicholas Appice	Iron Workers 361
Brianna Macsaveny	Town of Oyster Bay, IGA
Kathleen Maffucci	Nassau BOCES
Elizabeth Thomas	LIEOC
Jeffrey Johnson	Urban League- Urban Senior Jobs Program
Shital Patel	NYS Department of Labor
Tyronza Murray	Town of North Hempstead
Josephine Cittadino	Town of Oyster Bay, IGA
Jennifer DeSena	North Hempstead, Town Supervisor

**ABSENT MEMBERS**

Maria Themistoceous-Frey	Executive Consultants of New York
Anthony Porcelli	Hofstra University
Jay Fund	Hunter Business School
Jill Gunzel	Abrecht, Viaggiano, Zureck & Co. P.C
Douglas Kowalczyk	HiTempo
Edward Eisenstein	United Network Associates
Ryan Scholotter	Oyster Bay Brewing Co.
Glen Wolther	All Round Bakery Products
Tom Bruno	Hicksville Youth Council, Boys & Girls Club
Gemma DeLeon-LoPresti	Local 1102
Barry Greenspan	Empire State Development- Regional Office L.I.
Nicole Grodner	Northeast Regional Council of Carpenters
Edmund Koepfel	Nassau Community College
Mario Martinez	Port Washington Community Action Council
Veronica Rose Craig	Access-VR

**I. Welcome and Introduction**

The Meeting was called to order by the Oyster Bay-North Hempstead- Glen Cove Local Workforce Development Board (LWDB) Chairperson, William Kurz at 10:00 A.M. Chairman Kurz welcomed everyone in attendance. He then asked all attendees to introduce themselves.

**II. Introduction & Announcement of Board Member Nominee**

Chairman William Kurz Announced a new Board member nominee  
He then introduced and welcomed Nicholas Appice affiliated with Iron Workers 361.

**III. Acceptance of the August 24, 2023 Minutes**

Chairman William Kurz asked for a motion to accept the minutes from the LWDB Meeting of August 24, 2023. A motion to approve the minutes was moved by Matthew Berger and seconded by Walter Markowitz.

LWDB Director's Update

Michele Oliva, LWDB Director, welcomed everyone in attendance. Mrs. Oliva stated that moving forward she intends to organize a schedule of all 2024 Board meetings that will be announced in January. Additionally, she stated she is planning to schedule individual meetings with Board members so she can become more acquainted with them, as well as collect their signed Conflict of Interest Policy and Procedures and Code of Conduct document, as required by State law and WIOA.

**IV. Approval Process for Staff Leasing Services Presentation**

Walter Markowitz provided a summary of the evaluation of the Staff Leasing Review Committee Services. The composite was distributed to members. It was recommended that Alcott HR, be awarded the contract based on their composite score of 90. He explained that Alcott provided the most comprehensive response to the RFP. The other 4 proposals scored under the passing score of 70. The Alcott's proposal is extremely cost effective with a charge of \$1,471.00 per leased employee, annually. Walter Markowitz stated we do not have a quorum so Mrs. Oliva said the vote form will be emailed to all members on Tuesday since Monday is Columbus Day.

Director Oliva announced the positions that the Intergovernmental Affairs Department is outsourcing are Counselors, a Planner, a Clerk, and an Accountant.

Linda Scalera, Program Coordinator, spoke about the bidders meeting and the fact that only two staffing companies attended. Hence, all entities that submitted a proposal had every opportunity to provide a comprehensive response to the RFP.

Chairman Kurz asked for a motion to approve Alcott HR which was moved by May –Whei Lin and seconded by Jon Siskind. Final approval will be forthcoming when the necessary number of board members cast their votes via email.

## **V. One Stop Operator Services**

Michele Oliva, began her presentation by handing out the One-Stop-Operator composite and stated that all the qualifications as well as special knowledge relevant to the tasks were published in Newsday so that every interested entity had ample opportunity to respond to the proposal. Subsequently she began discussing a summary of Gail Paraninfo's qualifications for the One-Stop Operator Position. Michele Oliva stated Gail has over 30 years' experience in WIOA, and she is the only one who responded to the proposal. Gail has five years of experience as a One-Stop Operator and has gone beyond her job description. Michele Oliva, explained that Gail Paraninfo's proposal was reviewed by a committee and received a composite score of 94.75. She told the board she would like to be able to move forward in awarding Gail the contract. Chairman Kurz motion to approve Gail Paraninfo as the One-Stop Operator was moved by Martin Murphy and seconded by Jon Siskind. Final approval is forthcoming when the necessary number of board members cast their votes via email.

## **VI. Update on the Local Market**

Shital Patel Labor Market Analyst, New York State Department of Labor provided a handout and discussed Long Island Labor Market Report. Shital Patel provided a summary of the handout and stated Long Island has not regained the jobs lost during the pandemic. The report stated few industries have more jobs since 2019. Health care accounted for more than half the jobs gains in over the past decade. Childcare was also at the top of the list of jobs available. She also stated that the unemployment rates are at record lows. Additionally she informed the Board that on Long Island the most difficult position to fill is that of teacher. She went on to explain the most common barriers are experience, salary and wage expectations and prospective employees are requesting the ability to work remotely. She ended the discussion by informing everyone that distributed handout could be found on the New York Department of Labor website under Long Island Labor Market Information.

## **VII. Approval Process for New Training Provider Applications**

Chairman Kurz announced the next item on the agenda, approval process for training provider Island Harvest. Gail Paraninfo, provided a summary and expressed concern about the lack of licensing, As well as her apprehension on the 50 % placement rate. Gail also reviewed the "benefits" which included a modern and well-equipped training facility; positive feedback from Suffolk County Department of Labor and graduates; and the lack of warehousing training available through current providers. During the discussion, Martin Murphy questioned whether we hold the same criteria to other providers as Island Harvest. Linda Scalera expressed that we could use this provider because there are many people who could benefit from working in a warehouse, as not everyone wants to work in an office or has the ability to work in an office. She stated the more options we have the better for our clients seeking job placement. She also stated that The Counselor would decide on an individual bases if the client can benefit from this training program. A motion to approve Island Harvest was moved by May-Whei Lin and seconded by Jon Siskind. Approval is forthcoming once the necessary number of board members cast their votes via email.

## **VIII. Old/New Business**

Michele Oliva, mentioned Job Developers at the One-Stop Career Center are in the beginning stages of developing an On The Job Training program with a Plainview company, Custom Creative Designs, which makes custom furniture. Three individuals are planned to be trained, and hopefully retained upon training. On The Job Fact Sheets with information about this program were distributed.

Ms. Oliva then mentioned the possibility of gaining Youth Funding through the Department of Social Services and asked Sunita Manjrekar, Deputy Commissioner of Public Assistance and Employment at Nassau County Dept. of Social Services, if she'd like to speak on the topic.

Sunita spoke about this new initiative that is coming from New York State. It will be a youth program that focuses on gun and gang violence. She mentioned that this is a similar program that was offered in the past that focused on the Hicksville zip code, and that now the program will go beyond specific zip codes. She said this will start up again in January. Sunita said that a meeting was held with Family and Children's Association (FCA) and the Towns of Hempstead and Oyster Bay to discuss this new initiative. Some of the participants will be referred from FCA via their SNUG, "guns" spelled backwards program. Which is an evidence-based violence reduction initiative that works with community residents, businesses and community-based organizations to reduce and prevent shootings and killings. Details relative to how this program is being conducted in our Workforce Development area are still being worked out.

Michele Oliva announced the upcoming October 26<sup>th</sup> job fair at the Town of Oyster Bay, Bethpage Ice Skating Rink, and stated flyers for the fair were located on the side table for those interested.

**IX. Meeting Adjourned**