

**Oyster Bay-North Hempstead-Glen Cove Local Workforce Development Board  
Meeting Minutes  
(For Board Meeting on Tuesday, September 10, 2024)**

**Meeting Location: Yes We Can Community Center,  
141 Garden Street, Westbury, NY 11590**

**MEMBERS ATTENDED**

William Kurz  
Robert Pacella  
Donald Kurz  
Michael Spinelli

Nicole Grodner  
Ed Eisenstein  
Michael Todisco  
Michael Fitzgerald  
May-Whei Lin  
Walter Markowitz

Jay Fund  
Lorie Boyd (for Veronica  
Rose-Craig)  
Jeffrey Johnson

**NON-MEMBERS  
ATTENDED**

Linda Scalera  
Maria Arianas

Gail Paraninfo  
Phil Fortuna  
Kaylee Agostinello

Gregory May  
Shital Patel  
Ina Pllumbi

**ABSENT MEMBERS**

Anthony Porcelli  
Ryan Scholotter  
Keith Sperling  
Maria Themistocleous-  
Frey  
Elvira Lovaglio-Duncan

Martin Murphy  
Nicholas Appice  
Tom Bruno  
Mario Martinez  
Barry Greenspan  
Parsa Karimi  
Theresa Regnante

Edmund Koeppel  
Gemma DeLeon-LoPresti  
Phil DePaul  
Jon Siskind  
Matthew Berger  
Glen Wolther  
Nick Spinelli

**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, on September 10<sup>th</sup>, at 10 a.m. Chairperson Kurz welcomed everyone in attendance.

**II. Introduction and Announcement of Board Members**

Chairperson Kurz began the meeting by requesting that all present introduce themselves.

**III. Welcoming of new members, Phil DePaul and Robert Pacella**

Chairperson Kurz introduced and welcomed two new members to the board: Phil DePaul and Robert Pacella.

**IV. Acceptance of the July 16, 2024 Minutes**

Chairperson Kurz requested a motion to accept the minutes from the LWDB Meeting of July 16, 2024. The motion was made by Michael Fitzgerald and seconded by Jeffrey Johnson.

**V. Approval of Program Year 2023 Summer Internship Program**

Phil Fortuna, Youth Coordinator, discussed the success of the Summer Internship Program. The program ran from June to early August. There were 40 participants in the program. Kids were matched with internships that were related to their areas of interest, making it a worthwhile experience. The motion for approval was made by Walter Markowitz and seconded by Nicole Grodner.

**VI. Approval of Program Year 2023 Budget**

Phil Fortuna discussed the Program Year 2023 Budget. Walter Markowitz, from Hofstra University, questioned as to why the budget was negative. Linda Scalera interjected, to that the Town of Oyster Bay subsidizes the rest and makes up the difference. Mr. Markowitz expressed concern about expenditures exceeding the revenue and did not want to approve a negative budget. Jay Fund, from Hunter Business School, questioned if the Town of Oyster Bay subsidizes the extra expenses every year. Chairman Kurz explained that it depends on the expenses, and it is not a fixed amount. Michael Fitzgerald asked why the subsidized funds come from Oyster Bay and not North Hempstead or Glen Cove. Ms. Oliva responded that the Town of Oyster Bay is the sub-recipient of WIOA funds within the Oyster Bay-N. Hempstead-Glen Cove Consortium.

May-Whei Lin, from NYS Department of Labor, asked if the computer lab equipment upgrades for the Hicksville Career Center were included in this budget. Phil explained the costs for the equipment would be in the 2024 budget.

Phil Fortuna will supply the proper financial reports to board members. The committee will have a brief Zoom conference or an additional board meeting in the coming weeks to approve the 2023 Budget. The budget was not approved due to insufficient financial reports.

**VII. Proposal review in response to a Request for Proposal for Computerized Accounting System Support and One-Stop Operating System Support**

Michele Oliva, LWDB Director, discussed the proposal for the computerized accounting system support and One-Stop Operating System support. Only one person, Dave Cordes, from D.M. Cordes Consulting, responded to the proposal. There were four members on a committee to review. Mr. Cordes has a lot of experience in utilizing the One-Stop Operating System, and has extensive experience and knowledge in the area of Computerized Accounting. He has a current contract for similar work with Hempstead Works. Ms. Oliva explained that Dave Cordes' proposal was reviewed by a committee and received a composite score of 95.5. Gail Paraninfo, One-Stop Operator, supported awarding Dave Cordes the contract. It was noted that the amount of \$68,200. requested in the proposal was more than the \$50,000 listed in the RFP. A motion to approve Dave Cordes contingent upon the submission of an updated proposal including a revised Budget Worksheet and Budget narrative proposed and was moved by Michael Spinelli and seconded by Jay Fund.

**VIII. Approval to add Suffolk Community College as a Training Provider**

Gail Paraninfo, One-Stop Operator, discussed adding Suffolk County Community College as a training provider. The cost for certificate programs are reasonably priced and they are also on the list of eligible providers. Jeffrey Johnson, CEO of Urban League, inquired as to who approves who goes on the eligible provider list. Gail Paraninfo explained that in order for an organization to become an eligible training provider, the New York Department of Labor must endorse them, they must have a reasonable cost, and they must be in contact with the industry their trainings pertain to. New York State oversees the list of eligible providers, but the local LWDB boards monitor who goes on the list.

Walter Markowitz, from Hofstra University, expressed his support to add Suffolk County Community College as a training provider. He spoke highly of their practical nursing and licensed practical nursing certifications and felt they assist in helping customers move up the career ladder in healthcare.

Jay Fund, from Hunter Business School, expressed his doubts about adding Suffolk Community College. Mr. Fund explained to the board that SCC only has a 33% graduation rate. However, schools like Hunter Business School have a retention rate of over 70% and a placement rate of 70%. Maria Arianas of Island Harvest explained that she has worked with providers like Nassau Community College and observed that the graduation and retention statistics being stated by Mr. Fund only pertain to the degree programs and not certificate programs.

The motion to approve Suffolk Community College as a training provider was moved by Michael Spinelli and seconded by Walter Markowitz.

**IX. Island Harvest/Workforce Skills Development Institute Training Program Presentation**

Maria Arianas, Chief Workforce Development Officer, gave a presentation on the Workforce Skills Development Institute Training Program provided by Island Harvest. Island Harvest is a food bank dedicated to ending hunger with programs in Nassau and Suffolk County. The Warehousing program is 160 hours and takes about a year to complete. Graduates will be prepared to receive certifications in forklift operations, OSHA-10, warehousing and industry

control, SERV Safe food handler for food banking, warehouse inventory and logistic specialist, and computer fundamentals. The wrap-around services they provide will be covered separately. There is a 91% completion rate for the program. Island Harvest was approved as an ETPL provider for Hempstead Works and have had customers from the Oyster Bay catchment area inquire about funding for training before. The cost for one student is \$5,600. There are four cohorts a year with 15 students per cohort.

**X. Approval to add Island Harvest/Workforce Skills Development Institute as a Training Provider**

Lori Boyd, from ACCES-VR, expressed how people with disabilities often feel encouraged and motivated from completing programs like the ones offered by Island Harvest. Chairperson Kurz requested a motion to approve Island Harvest as a training provider. The motion for approval as long as a cap is in place was made by Michael Spinelli. Michael Spinelli amended his motion for the cost of the program not to exceed \$7,000. The motion was seconded by Michael Todisco.

**XI. Old/New Business**

Jeffrey Johnson shared that he is now the CEO of Urban League Long Island. He brought up a Gala event that is being hosted by Urban League on November 15<sup>th</sup>, 2024. Mr. Johnson will send invitations when available. Michele Oliva will amend Mr. Johnson's membership to reflect his change in title.

**XII. Adjournment**

A motion to adjourn was offered by Nicole Grodner, seconded by Jay Fund and approved by the Board. The meeting was adjourned at 12:00 P.M.