



Onondaga Workforce Development Board Meeting  
October 10, 2025 - 12:00 PM  
960 James Street, Syracuse NY 13203

**Attendees:** Randy Wolken, Matt Tarolli, Tony Baird, Eric Peckham, Anne Napper, Ann Marie Taliercio, Christopher Tuff, AL Marzullo, John Camp, Mitch Latimer, Kate Oja, Peter Naughton, Rebecca Fracchia, Justin Pritchard, Monica Williams, Dekka Dancil, Rosemary Avila- Ticio, Sheryl Bowman, Greg Hart, Lan Lan, Kyle Hostetler, Kim Frost

**Guests:** Liam O'Neill

Randy called the meeting to order at 12:05 PM

***New Board member, Matt Tarolli, and new Accounting Associate, Lan Lan were introduced.***

**CITY OF SYRACUSE CDL CAREER & HIRING EVENT**

Peter Naughton presented on a hiring event in collaboration with City of Syracuse, CNY Works, and NYSDOL. This event target CDL drivers specifically. This is for snowplowing, sanitation, maintenance, etc. The event was held on September 25th at CNY Works. The City stated that they were pleased with the turnout and are looking forward to holding more targeted hiring events in the future to recruit for codes enforcement.

Peter reminded attendees of the mini job fairs at CNY Works on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month. Last Wednesday 153 jobseekers attended. Roy Jewell is the contact person at NYSDOL to speak to regarding attending the job fair, Kyle Hostetler is the contact person at CNY Works. Board members were invited to attend with their businesses at any time. Ann Marie Taliercio asked about endorsements or credentials needed for recruiting and asked about being on an "email blast" regarding upcoming events. Randy Wolken discussed the impact of the career fairs and targeted recruiting events, a good example of what this organization can do. Talk to networks regarding critical job shortages and any opportunity to support those needs with CNY Works supported events.

**ONE STOP SYSTEM OPERATOR**

Justin Pritchard discussed the OSSO position, thanked Board on behalf of OCC to serve as stewards of the position and happy to stay on as a partner. Last OSSO meeting focused on creating a workshop on October 24th to have providers come together to talk about services, institutional goals and priorities, come up with road map of services, how we work together, and how to further work together to benefit the community. Determining location, full day will be spent examining partnerships and roles in the community. Contract with OCC ends September 30<sup>th</sup> and the new OSSO contract will begin on or around November 1st.

**ACTION ITEMS:**

- ***Approve August minutes***  
Kate Oja made a motion to approve. It was seconded by Al Marzullo. All in favor, none opposed; motioned carried.
- ***Approve One-Stop Operator System Proposal***

Matt Tarolli recused himself.

One provider applied, OCM BOCES, NYSDOL was consulted due to single source. Proposal mirrors elements of OCC. The proposed person for this position was Mari Ukleya. This position will sit at CNY Works. The Executive & Finance Committee was pleased with the proposal and the person suggested for the position. The proposal has been reviewed by all appropriate committees prior to board approval.

Tony Baird made a motion to approve. It was seconded by Rebecca Fracchia. All in favor, none opposed; motioned carried.

- ***Approve Blanket Authority to Transfer up to 100% of funds from DW to Adult***

Rosemary explained approval being sought is adopted by other Workforce Boards in NYS. This would allow her to make a decision independently without seeking approval through the Executive & Finance Committee first, but all appropriate Board and Committee members will be notified when the movements are made, and it provides operational efficiency. Peter Naughton stated other WDBs he sits on have this process in place.

John Camp made a motion to approve. It was seconded by Ann Marie Talierico. All in favor, none opposed; motioned carried.

- ***Approve new ETPL Provider: Page Training Center***

Fully licensed with NYS DMV for CDL Training and well-established. Allows for customers to be trained in Weedsport, supportive services can support transportation. Number of training hours offered is 240, much higher than other local providers that offer 160 hours.

Deka asked for clarification on transportation to the Page Training center, no bus service but can do Thruway park n ride. Value is that the new provider will qualify more people for careers post training due to enhanced training. Rounds out offerings from 160 Driving School. It is better to have more providers as opposed to a single provider. Discussed mileage reimbursement, there is also an Uber Business account. Chris Tuff of Centro stated that Better Bus Onondaga is open for public comment on design. The hope is to bridge areas that are not served with transportation. Proposal to go live is January 2027. [Centro.org/betterbusonondaga](http://Centro.org/betterbusonondaga) is the web address for the proposed routing map. Ann Marie stated that Centro has been a great partner, but not all employees have unions to advocate. Chris stated he is open to public comment, private conversation, whatever is needed to bridge the gap. Employment structure has changed a lot over the past 50 years. Randy proposed Centro present at one point regarding transportation challenges and trends and to allow employers to navigate. Big deal to have better transportation networks in the community. Matt Tarolli asked for time frame with changes. Chris said they will go live January 2027. There were 22 outreach sessions in different parts of the city to plan, goal pending funding for other projects in 2028-2029. Chris stated that he is happy to do presentation, acknowledge the challenges and happy to be present on the Board. Anne Napper made a motion to approve. It was seconded by Al Marzullo. Ann Marie Taliercio abstained; motioned carried.

- ***Approve Function One Contract Renewal***

Sheryl Bowman, COO, presented, reviewed, and requested a motion to approve the October 1, 2025 – September 30, 2026, Function One Contract and Scope of Services. Function One is CNY Works IT vendor. Sheryl noted there has been no cost increase since the original contract was awarded to Function One on October 1, 2021. The total cost of the annual contract is \$74,400. Special Projects and work performed outside the Scope of Services are billed at \$250 per hour. This is the final contract that may be awarded to Function One under the 2021 IT RFP. A new IT RFP will be prepared and released in 2026 with an anticipated award date of October 1, 2026. Clarification was requested

on the \$70 each for 85 computers. Sheryl explained that price has held steady since 2021 and the cost includes all requests for service each month including all tickets and help desk requests, server support, network support, and routine maintenance. There is no expectation CNY Works will exceed 85 requests per month.

John Camp made a motion to approve. It was seconded by Rebecca Fracchia. All in favor, none opposed; motioned carried.

- ***Approve Cleaning Pros Contract Renewal***

Sheryl Bowman, COO, presented, reviewed, and requested a motion to approve the October 1, 2025 – September 30, 2026, Cleaning Pros Contract and Scope of Services. Cleaning Pros is the cleaning vendor for the space CNY Works and NYSDOL leases at 960 James Street. Sheryl noted there will be no cost increase from the October 1, 2024 – September 30, 2025, contract awarded to Cleaning Pros. The total cost of the annual contract is \$36,000 for the basement floor and floor 1 and \$10,752 for floor 2 which will be reimbursed by the Syracuse City School District (SCSD). Rosemary Avila-Ticio, Executive Director, explained the SCSD has entered into an agreement to lease the space on floor 2 from CNY Works and incorporated into the lease agreement is the monthly cleaning fee of \$896/month for floor 2. This is the final contract that may be awarded to Cleaning Pros under the 2021 Cleaning RFP. A new Cleaning RFP will be prepared and released in 2026 with an anticipated award date of October 1, 2026.

Eric Peckham made a motion to approve. It was seconded by Al Marzullo. All in favor, none opposed; motioned carried.

## **CFO UPDATES**

- ***Financial Reports***

Accumulated expenses report- moving past to investigate with NYSDOL prior to reporting. Positive for August- admin still an issue. Running at 59% for admin for year so far, double we should be. Some cash struggle with rate of admin pay vs cash coming in. Working on updating cash budget reports, look forward to new reports next board meeting. Working with M&T Bank on the line of credit with Mary Earle. Increasing the line of credit is being discussed at the Executive & Finance Committee. Exploring other options for line of credit options from Community Foundation that increases line of credit with lower interest rate.

Randy stated that reimbursement has typically been an issue impacting cash flow. Working on conversations with City and County on admin expenses as we are not allowed to raise money through fundraising. We are actively working on other solutions at the Executive & Finance Committee meetings. Motion to accept reports

Rebecca Fracchia made a motion to approve. It was seconded by Ann Marie Talierico. All in favor, none opposed; motioned carried.

## **EXECUTIVE DIRECTOR UPDATES**

- ***In-Demand Occupations Criteria and Final List***

Rosemary reviewed in Demand Occupations List – worked on adding criteria and guidelines to the list. Defines purpose and WIOA law that drives creation of the list. Purpose of list is to drive ITA funding, not show all in-demand jobs. Because of WIOA laws, not all in demand occupations are listed, those who cannot be funded by WIOA are not listed. Ann Marie asked what determines what can be funded. WIOA law states that masters or doctoral programs cannot be funded. Ann Marie questioned why we cannot fundraise. Recipients of WIOA cannot fundraise per federal law. Discussion went into details of the relationship between CNY Works and NYSDOL/USDOL. All

legislation being followed is federal. In demand occupations are defined by NYSDOL region, CNY Works is central region.

- ***Real-Life Rosies: A2A – MACNY Partnership***

New partnership with Real Life Rosies through MACNY. 3<sup>rd</sup> WDB partnership with Real Life Rosies. CNY Works will be a “pass through”, dually enrolled in Real Life Rosies which funds training, as well as WIOA. Supportive Services will also be offered to participants. Per Randy, OCC is the provider of instruction. Mohawk Valley program is very successful with high quality outcomes. This shows supportive services needed such as transportation and day care. It is a pre-apprenticeship program that mirrors union programs. Randy welcomes feedback, comments, or questions. Eric Peckham and Rebecca Fracchia reported the graduates have been a pleasure to have. Real Life Rosies and Advance to Apprenticeship is being run at OCC currently.

- ***2025 Board Term Renewals***

Rosemary will be emailing all Board members whose renewals are due in October 2025.

- ***YEP Allocations for 2025-2026***

CNY Works received the YEP allocations, with an increase of \$267,766 compared to last year. Fully spent allocation for 2024-2025.

- ***Rachel May Grant Update***

Rachel May Grant living at the Dept of Education. Need to access State account for grants in order to access this. Still tied to financial constraints due to Syracuse Build. This still requires portal approval and follow-up with SFS will be made for further guidance.

- ***Local and Regional Plan Updates***

Still awaiting updates from NYSOL regarding local and regional plans.

- ***U.S. DOL QUEST Audit Update***

Concluded USDOL Quest Audit, CNY Works is subrecipient. Rosemary thanked CNY Works staff- Kyle Hostetler and NYSDOL staff for their support. There were a few findings; CNY Works is awaiting the final letter detailing findings and concerns. Will rectify and move forward as directed. First USDOL audit in Rosemary’s tenure at CNY Works.

- ***Syracuse City School District (SCSD) Contract***

The SCSD contract for the upstairs space is pending. This partnership presents a strong opportunity for the Youth Department to collaborate closely with SCSD programs.

- ***ESD Final Amounts***

Still waiting to hear from Michelle Clark at ESD, additional information was requested and then provided. Waiting to hear about updates on payments and final amounts to be reimbursed. It is anticipated that this will be the final step before payment processing.

- Ann Marie reported living wage (ALICE report) was put in place in Syracuse originally based on transportation, what does it cost to live here and buy food and healthcare. Two numbers, one was if health care was provided in any amount and one was if there was no healthcare provided and this cost was much higher.

Was living wage adhered to? Dropped along the way, committee being formed to update law with auditor. Law is 25 years old at this point. Discussion continued on new circumstances for workers that lead to new needs and supports required. Using ALICE criteria as a new means for establishing

the living wage in Onondaga County, to provide a better update. Ann Marie offered to share audit from City for any Board members interested in this information, and invitation to be part of committee that is being re-established. CNY Works' role is to support businesses in offering living wages to employees.

Ann Marie Talierico made a motion to adjourn at 1:22 PM. It was seconded by Al Marzullo. All in favor, none opposed; motioned carried.

DRAFT