



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

Board Attendees: Tony Baird, John Camp, Aimee Durfee, Deka Eysaman, Rebecca Fracchia, Meghan Fountain, Mitch Latimer, Jeffrey Maidment (remote), Kristen Mucitelli-Heath (remote), Anne Napper, Peter Naughton, Eric Peckham, Matt Tarolli, Christopher Tuff, Nancy Williams, Randy Wolken

CNY Works Staff Attendees: Rosemary Avila-Ticio, Sheryl Bowman (remote), Bruce Brumfield, Susan Cooley, Darlene McCann, Mary Parry

Guest Attendees: Bren Daiss (Centro), and Todd Dougherty (NYSDOL)

Randy called the meeting to order at 12:10 PM

Randy thanked everyone for their efforts and support throughout 2025.

Rosemary introduced Sue Cooley, CFO, and Bruce Brumfield, Director of Youth Workforce Programs and Services.

CENTRO PRESENTATION

Christopher Tuff and Bren Daiss from Centro gave a presentation referencing the [Explore | Centro Better Bus](#) link.

Centro started looking at how they can improve service for customers and have come up with Better Bus Onondaga to bridge that gap. We did a study in 2018 and then after the pandemic we reanalyzed the data. Some of the outcomes of the study were:

- South Salina St is important and was added to Bus Rapid Transit (BRT).
- People are willing to walk a little farther for more frequent service.
- We are already serving most of the places that people want to go, but we need to increase frequency.
- Going to the hub doesn't always make sense.

In 2027, we are targeting to remove routes that don't have the volume of riders to make it efficient and adding 3 new MOVE on-demand zones, which will offer service that is similar to uber bus. You can schedule a ride. It is a bus that will come to your corner, not your house. It will pick up and drop off multiple passengers from that zone.

There will be one more round of public outreach before final decisions are made. Chris is willing to present to other Boards, groups, or just have conversations with interested parties. Tours of Centro can also be scheduled.

Deka asked if they will add routes back if needed due to Micron and the expansion of Section 8 into suburbs. Chris said that Centro can be flexible when we need to be. Chris stated that if you know of something that may be coming, we are happy to come and have a conversation. The email address is ***betterbus@centro.org***

ACTION ITEMS:

- ***Consent Agenda:***

Approve October Meeting Minutes

Approve cancelling Greg Hart's corporate credit card with Empower

Approve adding a corporate credit card with Empower for Sue Cooley

Approve removing Greg Hart as authorized signatory and user for M&T Bank checking account and Line of Credit

Approve adding Sue Cooley as authorized signatory and user for M&T Bank checking account and Line of Credit

Approve removing Greg Hart as authorized signatory and user for Solvay Bank

Approve adding Sue Cooley as authorized signatory and user for Solvay Bank

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

Regarding the minutes, Peter Naughton pointed out that CNY Works' staff should not be listed in the Board attendees' section. This will be changed going forward.

APPROVAL ACTION ITEMS

- ***Approve QUEST Stipend and Incentive Payment Policy***

This policy was presented to the Program Committee and approved by the Executive & Finance Committee. This is designated for the Quality Jobs, Equity, Strategy and Training (QUEST) grant only. The goal is for this to serve as a motivator to attend a QUEST boot camp. This is for Dislocated Workers (DWs) that are eligible, enrolled participants in programs funded under the QUEST National Dislocated Worker Grant (NDWG). The goal to put them in a trade. The incentive payments are recognition for achievement.

We will provide checks for a 3-week bootcamp for a total of 60 hours. We will invite 15 participants, and we hope to graduate 8 or 9. We will hold one each month from January to September.

Aimee loves this and that it can potentially apply to other programs. Aimee asked how other programs would use this stipend. Rosemary said that right now the only way we could do this would be to only use discretionary funds or other funding.

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

CFO UPDATES

- ***Financial Updates***

Sue is digging into processes in place and doing a forensic review. She will have financial information for the January Executive & Finance Committee meeting and the February Board meeting.

EXECUTIVE DIRECTOR UPDATES

- ***ESD Payment and Disallowable Amount***

The final payment has been received. They didn't pay \$206k. Mayor elect Owens is willing to help us in the community. We already paid it, so this creates a shortfall.

- ***WDB Director Training with NYSDOL***

Rosemary attended this training in Albany November 12th – 14th and found it to be very informative and helpful. Rosemary suggested that the material, or similar, be presented to Board members annually. Hopefully, that will happen soon.

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

No Final Decision yet

- ***Disability Resource Job Fair Outcome***

In October, CNY Works partnered with Advanced Media for a Disability Resource Job Fair. There were 18 employers and over 100 attendees. Chelsea Vitale, our Disability Resource Coordinator did a podcast and did a fantastic job. Going forward, we would like to do two of these a year, one for youths and one for adults.

- ***Cayuga Renovation***

The Cayuga room renovation is complete. It came out beautiful and the staff located in that area are very happy. Thank you for support!

- ***Rochester Works Best Practices- Visit***

In October, Rosemary, Darlene, and Kyle visited Rochester Works and attended a meeting with them. From that meeting, we learned some good best practices and would like to implement them in the next few months to make operations more efficient.

- ***Board Retreat – April 2026***

It will be held at CNY Works. CNY Works' Directors and Program Managers will attend. Having it here allows us to have management onsite should any issues arise.

We will take the feedback from staff for our new mission and vision, which drives what is presented to the Board.

COO UPDATES

- ***Staffing/Hiring***

We are actively interviewing for the Director of Programs and Operations, Business Services Coordinator, and Resource Center staff.

- ***Third-Quarter Turnover***

The third-quarter turnover rate is 20.6% due to summer monitors. If we remove them, the turnover rate is 7.1%, which is on track with other years.

The meeting was adjourned at 1:09 PM.