

SULLIVAN COUNTY

Local Plan

July 1, 2021 – June 30, 2025

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Strategic Planning Elements

Local Workforce Development Areas (LWDAs) and Regional Demand Lists are now maintained [online](#). Changes to the Demand Lists can be made by following the directions on the webpage.

I attest that the priority ranked list of the LWDA's demand occupations was last updated on [specify date in the text box below].

5/26/21

How is this information shared with the Local Workforce Development Board (LWDB)? What was the last date on which it was shared?

The Executive Committee was informed and a report will be provided to the full Board at the next quarterly meeting in September.

a. Provide an analysis of regional economic conditions, including:

i. Existing and emerging in-demand sectors and occupations; and

Sullivan County, New York is located in the Catskill Mountains, 90 miles north of New York City. A rural county, it is home to 75,432 residents (US Census ACS 2019) occupying 968 square miles with a density rate of 77.9 people per square mile. Sullivan County is located in southern New York State, on the border with northeast Pennsylvania. The County is part of the Mid-Hudson Valley Region that includes Orange, Ulster, Dutchess, Rockland, Putnam and Westchester counties.

Sullivan County, known for its rich Catskills history and natural beauty, has worked diligently to reclaim its position as a premier tourist destination. The openings of Resorts World Casino, YO1 Health Resort and the Kartrite Water Park that began in 2018 have catalyzed this effort resulting in the growth of new small businesses and the creation of well over 2,000 new jobs.

Looking at May 2021 labor market information, Education and Health Services constituted the largest employment sector in the County with 26% of the nonfarm jobs. Government sector jobs — local, state and federal — make up 22% of total employment. Trade, Transportation and Utilities have 16% of the jobs and, Leisure and Hospitality currently provide 12% of nonfarm employment. These four sectors represent 76% of all nonfarm jobs in Sullivan County. Professional and Business Services along with Manufacturing come in at 6% respectively. Construction rounds out the top sectors with 5% of the nonfarm employment. The County has prioritized the countywide expansion of critical broadband infrastructure. In addition, the economic development agency charged with attracting businesses to the county has put focus on the Information Technology sector. These efforts will provide sustainable employment opportunities for families and businesses.

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The recent pandemic has had a significant impact on the growth that Sullivan County was experiencing. In May 2019 there were 29,300 nonfarm jobs but by May 2020 the county saw a loss of 5,400 jobs due to the pandemic shut down. The County has regained only 2,200 of those jobs by May 2021. Leisure and Hospitality was the hardest hit sector with 57% (-2,500) of jobs lost. May 2021 labor data shows that the sector is rebounding but still remains down by 1,300 jobs compared to May 2019. Education and Health Services were the second hardest hit sector with a 13% (-1,300) year over year loss of jobs. May 2021 data shows this sector has rebounded 6% (400). Government employment continues to decline from 6,200 jobs (May 2019) to 5,900 jobs (May 2020) to the 5,700 (May 2021) representing a loss of 500 jobs over the last two years. Trade, Transportation and Utilities had 4,500 jobs in May 2019 losing 700 of those jobs by May 2020 but regained 300 jobs by May 2021.

The 2019 US Census data indicates the percentage of Sullivan County residents living below the poverty level to be 16%, higher than the 13% of New York State residents living below the poverty level. In comparison to the other Mid-Hudson Valley counties Sullivan's poverty rate is the highest. The next highest rate is Rockland County at 12.7% and the lowest is Putnam County at 4.1%.

Sullivan County's median household income was \$60,137 in 2019, the lowest in the Mid-Hudson Valley region. This figure is 233% of the 2019 US Health & Human Services poverty line for a family of four at \$25,750. The three most populated towns are Thompson, Liberty and Fallsburg. The 2019 median income for the three largest population centers are the Village of Monticello (Thompson) at \$31,723, which is roughly 23% above the poverty guidelines; the Village of Liberty's (Liberty) median income at \$31,207, 21% higher than the poverty guidelines and South Fallsburg (Fallsburg) at just 1.5% over the poverty line with a median household income of \$26,113

The County is in the recovery phase from the pandemic. The County businesses are challenged to find workers and many workers are not yet ready to return to the workplace. We do not yet know the full impact of the pandemic on the county businesses so it is not prudent at this time to project any emerging or changing industry impacts.

ii. The employment needs of businesses in those sectors and occupations.

The pandemic and resulting shut down has affected county businesses and residents in ways not seen in past economic upheavals. The County may be open but many businesses are struggling to fill positions from entry level to skilled professional. The workers who were laid off or left the workforce by choice are not yet heading back to the workplace. There are many reasons beyond the extended unemployment benefits including lack of child care, caring for

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vulnerable family, impact of the pandemic shut down on their children, concern over the virus, and rethinking their occupation and/or workplace. The mental health consequences resulting from the prolonged shut down and the necessary reordering of daily life will last for some time and has seen many people and businesses rethinking how they operate.

The most compelling business needs that were apparent before the pandemic and remains critical are occupations in the trades. Electrician, carpenter, laborer, HVAC technician, auto technician etc. These careers are well paid and not readily outsourced. Addressing this area is an identified priority for the Board.

- b. Describe the knowledge, skills, and abilities needed to meet the employment needs of businesses, including those in in-demand sectors and employing individuals in demand occupations.

There are occupations in the Health & Human Services sector that require state licensure or certification. These include Nursing titles, EKG Technician, Phlebotomist, Medical Assistant and CASAC. Other positions like Direct Support Professional receive intensive training once they are hired. Office positions in this sector require minimum basic computer skills but also may require reception, medical coding and billing experience. All require strong customer awareness skills, empathy and compassion. The skills necessary to be successful in any of the trade occupations are acquired through short term training, on the job training and/or apprenticeships and some require industry certifications. They are skills best learned by a combination of classroom and hands-on real-world practice.

The common need across all businesses is to have workers who possess the core skills that will make them strong employees and people. There are different versions of the essential skills that businesses identify as important for success. However, there are key career readiness skills that span all industries. They include commitment, life/work balance, self-knowledge, communication, conflict management, inclusion, and meeting expectations. Local and regional hospitality businesses have identified essential customer focused skills that all workers need to have to be successful in their industry. These skills are applicable across all industry sectors. The seven essential skills that they identified are: curiosity, observation, communication, demonstration, expectation, work attitude and understanding hospitality etiquette.

- c. Provide an analysis of the regional workforce, including:

- i. Current labor force employment and unemployment numbers;

In May 2019 the Sullivan County labor force of 35,900 (34,700 employed/1,200 unemployed) represented 3% of the regional workforce. The month of May of 2019 had the highest number of employed people for May going back to 1990. While May 2010 had a higher overall labor force number it was because of the

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high number of unemployed individuals due to the recession. The pandemic has dealt a blow to the job growth the county has experienced over the past several years. In May 2020 we saw a labor force of 34,800 representing a drop in the number of employed to 30,400 and a significant rise in the number of unemployed to 4,400. May 2021 finds the county is moving in a more positive direction with a labor force of 34,400 (32,700 employed /1,800 unemployed). While we have not yet returned to the low unemployment rate 3.4 in May 2019 we have moved beyond the May 2020 high of 12.7% to 5.1 % in May 2021.

ii. Information on any trends in the labor market; and

Prior to the pandemic Sullivan County enjoyed a consistent decline in the monthly unemployment rate due to major economic development efforts, mainly in the Leisure and Hospitality sector. The pandemic brought this sector to an almost complete stop. This coupled with countywide shut down in all sectors have had a negative impact on the positive results the county was experiencing. Certain sectors such as construction (including electrical, HVAC, plumbing, carpentry) were already struggling to find workers and the pandemic has only increased the pressure. The same can be said for CDL drivers for all types of businesses and child care providers.

iii. Educational and skill levels of the workforce in the region, including individuals with barriers to employment.

In 2019 the U.S. Census reports that in Sullivan County, 62% of its residents over the age of 25 are high school graduates and/or have some college but no degree. This is higher than the regional average of 53%. The region however has a significantly higher percentage of people with Bachelor Degrees and higher at 38% compared to Sullivan County residents at 26%.

There are 12% of County residents over the age of 25 that have no high school diploma. This is slightly higher than the regional rate of 10% and just below the New York State rate 12.4%.

The 16% poverty rate in the County equates to roughly 12,070 individuals. Approximately 27% are children under the age of 18 and 13% are seniors over the age of 65. The poverty rate is the highest in the region.

Residents under the age of 65 who attest to having a disability represent 16.4% of the county population. This represents the sixth highest percentage in the State. The Welfare to Work program that is operated by the Center for Workforce Development at the Sullivan County Career Center serves applicants and/or recipients of public assistance. The May 2021 Welfare to Work program report shows that 38% of the clients served that month had medical issues, with 30% of that group dealing with substance use disorder. In addition, 45% of clients are currently involved with the criminal justice system and 13% are unable to find child care. This data provides a snapshot of the barriers that face many residents. Businesses across all industries continue to voice concern over their inability to find enough workers with the essential work skills necessary for workplace success. The majority of jobs in the County are entry level so the need for job seekers to have job getting and keeping skills, basic computer skills, and basic

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literacy and math skill is critical. The inability to pass a drug test, to show up consistently at work, to successfully manage critical life issues, manage ongoing mental health issues, secure reliable transportation and child care are some of the issues the available workforce is struggling to address.

- d. Provide an analysis of workforce development activities, including education and training, in the region.
 - i. Identify strengths and weaknesses of these workforce development activities.

Pre-pandemic the partnership between the Center for Workforce Development (CWD) and NYSDOL allowed for a seamless delivery of services for customers accessing the Career Center. However, NYSDOL staff have been redirected since March 2020 to remotely work on processing unemployment insurance benefit claims. The CWD staff remained working at the Career Center providing information and a set of services to the local community. The CWD staff outreached to customers, increased the virtual offerings, increased social media and utilized their website to provide continuity of service during the difficult pandemic. As NYSDOL looks to reenter the workforce realm on a local level the Board will work with these partners to help align changes and new service delivery models in the manner that customers have come to expect and value.

Employers across all sectors have voiced concerns over their inability to find enough workers with the essential work skills necessary for success in any job. The workforce system has begun to address this by the development in 2019 of Career Readiness Training. The 24-hour training was developed with input from businesses. The pandemic required that this training become a virtual offering and continued to be offered in 2020.

Sullivan County BOCES made the decision to no longer provide adult education and training leaving a deficit in adult basic education, high school equivalency (HSE) prep and short-term occupational trainings like Certified Nurse's Assistant (CNA). Our Literacy Center partner quickly brought back their small HSE class, we secured virtual offerings through Essential Education, Med Certs, Albany Can Code and other virtual providers. Monticello Central School District in partnership with Orange Ulster BOCES has applied for Title II funds to provide Adult Basic Education and Literacy Services and Integrated English Literacy and Civics Education. Our SUNY Sullivan partner continues to develop programs that are responsive to the needs of employers and jobseekers. They are already working on adding Licensed Practical Nurse (LPN) training and have stepped up to provide the CNA training. This will provide a seamless Nursing career pathway.

The lack of available training for adults in different trades is a significant challenge. There is a high demand for carpenters, electricians, plumbers, HVAC

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technicians, and automotive technicians. Though not a high demand currently, there will be a growing need for various Information Technology technicians. We are addressing this by establishing a partnership between the WD Board, Sullivan BOCES and a technical college located in neighboring Pennsylvania. They will provide a combination of virtual and in person short term certificate training.

The move towards virtual training programs and other services should be seen as a complement to in person services and not a replacement. There are many people in the county who do not have computers or consistent access to the internet. Sullivan County has the highest poverty rate in the Mid-Hudson region and the lowest median income. The challenge in the workforce development system is the inability to treat computer tablets and small laptops and the cost of a hot spot as a supportive service. As we move into a higher blend of in person and virtual services this has to be addressed at the State level.

The County has begun to address the lack of public transportation that impacts the economic mobility of many residents. The Move Sullivan public transit system began in August 2019 and provides access to employers, healthcare providers and shopping in the three major population centers in the towns of Thompson, Liberty and Fallsburg. The planning continues to expand and better link existing providers in order to build a more comprehensive countywide system.

The lack of child care providers remains a serious barrier to employment and training. Although there are some new providers opening up there remains a critical lack of available slots, especially for shift workers. The lack of ongoing state subsidy so providers can attract and adequately pay skilled staff and not become cost prohibitive to users makes this a priority challenge to be addressed.

- ii. Does the local area have the capacity to address the education and skill needs of the local workforce, including individuals with barriers to employment, and the employment needs of businesses? Please explain.

The Board has the capacity to address the education and skill needs of the local workforce, including individuals with barriers to employment and businesses. The WD Board's membership represents local businesses, economic development, labor organizations, community-based organizations, youth and adult training and education providers.

The local partners provide a full menu of federal and state workforce funding to serve local youth and adults with targeted funds for those who experience barriers to employment and training. There are specific services such as OJT that offset training cost and provide additional support to businesses.

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- e. Describe the LWDB’s strategic vision and goals for preparing an educated and skilled workforce, including youth and individuals with barriers to employment.

The Board's vision is to provide individuals with the necessary tools to gain the skills, knowledge and abilities that businesses need to be competitive and successful. The Board works to ensure that quality training and education opportunities are available for individuals to gain the credentials for in-demand jobs. The Board brings together the key economic development, community, business, education, training and workforce partners to accomplish these goals.

- i. How do the local area’s workforce development programs, including programs provided by partner agencies, support this strategic vision?

The local workforce system core partnerships remain strong and able to provide the services necessary to support the Board’s vision. However, in the past few years, a number of program providers have either reorganized or ceased providing specific services and it has impacted the local workforce system. Full time staffed offices have been relocated to other counties with program staff coming part time, monthly or not at all. We began to address the resulting gaps in services when the pandemic shut down took effect. We have been working on how to better integrate the new part time partners and to bring in other locally based partners who can support our efforts.

- ii. How will the local area, working with the entities that carry out the core programs, align available resources to achieve the strategic vision and goals?

The core partners have worked collaboratively for many years and will continue this work to achieve the Board's vision. The partners will incorporate the changes above to ensure that services are delivered in a timely and high quality manner.

- f. Describe the LWDB’s goals relating to performance accountability measures. How do these measures support regional economic growth and self-sufficiency?

The Board ensures that Career Center staff receive ongoing training on the WIOA performance measures and how the services provided and customer interactions impact the achievement of those goals. Staff utilize the required NYSDOL One Stop Operating System (OSOS) case management system to record and track jobseeker and business services. The full service Career Center provides customers with a menu of services delivered onsite or at partner locations. Referrals are made to other community partners to address needs as appropriate. .

Local Workforce Development System

- a. Identify the programs, whether provided by the Career Center or any partners, that are a part of the local area’s workforce development system, including:

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i. Core programs;

1. WIOA Adult, Dislocated Worker programs - (CWD) - Career Center
2. WIOA Youth programs - (competitively procured; CWD) - Career Center
3. Wagner-Peyser Employment Services - (NYS DOL) - Career Center
4. WIOA Title II
5. WIOA Title IV Vocational Rehabilitation - ACCES-VR; NYS Commission for the Blind
6. WIOA Opioid/NDWG - (CWD) - Career Center
7. WIOA Employment Recovery/NDWG - (CWD) - Career Center

ii. Programs that support alignment under the Carl D. Perkins Career and Technical Education Act of 2006; and

SUNY Sullivan continues to utilize their Perkins funding to modernize their technical education programs including Computer Graphics/Graphic Design, Digital Storytelling, Nursing and Respiratory Care.

iii. Other workforce development programs, if applicable.

1. Welfare to Work - (CWD through MOU) - Career Center
2. Trade Act - (NYS DOL) - Career Center
3. Veterans - (NYS DOL) - Career Center
4. Career & Technical Education, postsecondary - SUNY Sullivan
5. Job Corps - Delaware Valley Job Corps
6. Migrant & Seasonal Farmworker Program - Pathstone
7. Summer Youth Employment Program (SYEP-CWD) - Career Center
8. Wheels for Work - CWD
9. Sullivan Renaissance Internship Program - CWD
10. Disaster Recovery NDWG-Opioid - CWD

b. Describe how the local area will ensure continuous improvement of services and service providers.

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The Board will ensure continuous improvement through ongoing communication and monitoring of programs and services. The CWD Director and the WDB Director regularly review Career Center services and outcomes and take any necessary corrective action. The pandemic shut down has allowed for a review and update of policies and procedures. The role of technology in service delivery has increased and the Board will be developing protocols to ensure that technology remains a supportive tool and not a means to replace face to face customer interaction.

- c. Describe how eligible providers will meet the employment needs of local businesses, workers, and jobseekers.

The SUNY Sullivan partnership remains strong and is critical to ensure training programs meet the needs needs of businesses, workers and jobseekers. The goals will be the same as we build a relationship with a technical college to provide the short term technical training programs that are in demand in the local area. We will continue with all of the virtual offerings and add to that menu as needed.

- d. Describe the roles and resource contributions of the Career Center partners.

There is one full service Career Center that is staffed by the Center for Workforce Development and the NYSDOL. When a customer comes to the Career Center they have access to a full menu of services to assist them in achieving their training and employment goals. Information on accessing non-co-located partner services is available. A partner referral system is in place to ensure timely and seamless access to services. Staff receive regular updates and trainings. Board partner representatives meet regularly to review referral and service strategies, performance, new initiatives and other system related topics.

Workforce Development and Career Pathways

- a. Describe how the LWDB will facilitate the development of career pathways, including co-enrollment in core programs when appropriate.

The Board understands that coordination between partners is essential to creating a system to effectively deliver services that will build career pathways. The Board continues to prepare an educated and skilled workforce responsive to employer needs by engaging employers and providing information and resources on the workforce system. The last few years has seen changes in our local adult training and education providers. These changes coupled with the pandemic have caused a rethinking of how these services are developed and delivered. The Board is collaborating with partners to expand their offerings and is working to bring new partners into the area. The Board will collaborate with education partners to align training programs to meet employer workforce needs. The Board will continue to develop career pathway information and options by working with our SUNY College, K-12 educators, employers, and other workforce partners to develop credible career pathways that are for the local area. Workforce specialist

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staff will continue to coordinate services to ensure that students and jobseekers are provided seamless access to training in core programs, as well as resume writing, interviewing, job search and workplace expectations.

- b. Describe how the LWDB will improve access to activities leading to recognized postsecondary credentials.

The Board has explored and expanded the use of our website and social media, using both to connect with job seekers and employers which provides information about available services and available job opportunities. Virtual training platforms and email blasts will continue to be used post pandemic. The partners utilize a common referral form. The Board supports the County's focused efforts to expand broadband access across the county. The Board supported the creation of Career Center lending library of laptops for eligible customers. The Board has identified the need to review policy changes to increase the allowable costs for training as well as supportive services costs to better assist eligible participants with their postsecondary credentials.

- i. Are these credentials transferable to other occupations or industries ("portable")? If yes, please explain.

The current credentials build upon each other and will support a participant's goals of increased earnings and career growth. The credentials earned build upon each other within a given career path but are also portable. For example, the CNA, LPN, RN career path can transfer over to education and with additional credentials a person can become an instructor. An individual who is on an IT track and obtains the online credentials and/or college certifications can work in any number of industries and move into areas such as marketing.

- ii. Are these credentials part of a sequence of credentials that can be accumulated over time ("stackable")? If yes, please explain.

The credentials obtained are stackable and will assist participants in achieving their goals. As we rethink the delivery of training services for certain industries, there will be more opportunities to expand these offerings and support more individuals they look to grow their income and careers.

Access to Employment and Services

- a. Describe how the LWDB and its partners will expand access to employment, training, education, and supportive services for eligible individuals, particularly individuals with barriers to employment.

The Board and partners continually work to expand access to employment, training, education and supportive services. The pandemic shut down has provided an opportunity to revisit how services are delivered to jobseekers and

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employers. The expanded use of the workforce website and social media have been essential components. Employment listings, opportunities, partner links and success stories are some of the menu offerings found on the website.

Business services have been restructured using a tiered approach. This will more effectively utilize staff skills and allow for an expansion of services. Managing website content, meeting individually with local businesses, attending chamber meetings, advisory groups, and partnerships to educate the local businesses about our employment assistance program, job matching, and available resources. Workforce system events such as Career Expos, Job Fairs and other hiring events will be offered again when appropriate.

The Board understands the demand jobs in the region and will continue to work with our local College, vendors, contractors and grant opportunities, to provide the required training needed for the workforce. Since we are unable to provide technology as a supportive service we have purchased laptops to lend to customers enrolled in virtual training. Our current jail project has been established for the incarcerated youth and will expand into the adult population. The Board currently partners with Literacy contractors to provide high school equivalency or low levels of literacy, and will continue to explore ways to integrate workforce partners into service delivery. The Board approved the Title II application submitted by Monticello Central School District and Orange Ulster BOCES to provide adult basic education and english language services. The Board supports the county's Move Sullivan public transit and supports all efforts to expand and build a transportation network providing access for all residents to be able to get back and forth to work and training as well as provide families the needed support services. The Board knows the need for child care services in our local area and continues to work with partner agencies, staff and the County to make this more available and affordable.

- b. Describe how the local area will facilitate access to services through the One-Stop delivery system, including remote areas, through the use of technology.

Sullivan County is a rural area that has dealt with technology challenges for many years. The pandemic brought the lack of access even in the most populated areas into sharp relief. The County has been working to expand access to broadband for several years with the goals of providing access throughout the county.

The workforce partners moved many services to online platforms and that has caused issues for some customers who lack access to computers and /or internet service. Moving forward the service delivery models will likely be a hybrid of in person and virtual.

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Once fully reopened the Career Center's resource room will provide computer access for customers. In addition, CWD purchased 15 laptops to lend to customers who are enrolled in WIOA funded training programs. Our library partners continue to be a resource for computer access and some non-profits now provide computer access for their customers. Until the workforce system can treat technology as a supportive service, rural residents will not have the same access as those who live in more populated areas.

- c. Describe how Career Centers are implementing and transitioning to an integrated technology-enabled intake care management information system.

The Board places priority on staff development and encourages on-going training and cross-training. Career Center staff are required to use the NYSDOL One Stop Operating System (OSOS) for case management. This is used for all customers enrolled in designated programs provided by the Center for Workforce Development and the NYSDOL. Staff can view the history of services provided, barriers identified and addressed, goals and outcomes allowing for a seamless delivery of services.

- d. Provide a description and assessment of the type and availability of programs and services provided to adults and dislocated workers in the local area.

All customers that come to the Career Center have access to the staffed Resource Room. They have access to computers and printers, fax machines, phones, copy machine and printed resources to assist them in their career exploration and job search. Regularly scheduled monthly workshops will continue once NYSDOL staff is back in the office. These workshops have been set up virtually and the virtual version will remain available, and include topics such as resume development, interviewing skills and effective job search. Career Center staff is available at all times. The more intensive services include comprehensive assessment, career counseling, skills testing, development of an Individual Employment Plan, referrals to additional services, and goal setting. Customers receive referrals to employers whose openings best match their skills, interest and availability. Customers can also receive basic skill education, HSE, classroom training, Career Readiness Training and OJT's.

- e. Describe how workforce activities will be coordinated with the provision of transportation, including public transportation, and appropriate supportive services in the local area.

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The Center for Workforce Development is now under the Division of Community Resources. This new Division also includes the Transportation Department, Veterans Services, Office for the Aging and the Community Assistance Center. The youth services previously provided by the Youth Bureau were brought under the Office for the Aging in an effort to foster intergenerational opportunities. This has allowed these departments to work closely together to better serve all individuals. The County 's Move Sullivan public transit system is the core of what will become a comprehensive transportation network over the next several years. These departments meet weekly and bring not only their own services but their partnerships with outside agencies to maximize access and services. The Board Director and a CWD staff person are Sullivan County Child Care Council board members. The Board Director, CWD Director and CWD youth staff are members of the Division of Health and Family Services County Drug Task Force. These opportunities help to develop new partnerships, strengthen existing ones and help shape needed community services.

- f. Describe the replicated cooperative agreements in place to enhance the quality and availability of services to people with disabilities, such as cross training to staff, technical assistance, or methods of sharing information.

Cross partner training and informational sessions have been delivered via Zoom over the past year. The Board believes it necessary to return to in person meetings, trainings and Career Center partner services. Working closely with Independent Living, Action Towards Independence and ACCES-VR will continue to be a priority. Career Center staff are trained on ADA Compliance. The Career Center has a dedicated adaptive computer.

- g. Describe the direction given to the One-Stop System Operator to ensure priority for adult career and training services is given to recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient.

The co-location of the Welfare to Work program operated by the CWD and the services alignment with other CWD programs and NYSDOL programs provides access to public assistance recipients. The Director meets regularly with the WTW supervisor, staff and the DFS liaison, and keeps current on services, reports and laws. The struggles of families over this past year have brought into focus the ongoing need to ensure priority service is given to recipients of public assistance.

- h. Describe how One-Stop System Operators and One-Stop partners will comply with the nondiscrimination requirements of the Workforce Innovation and Opportunity Act (WIOA) (section 188), and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding:

- i. The physical and programmatic accessibility of facilities, programs, and services;

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The Board knows that the virtual services that became so prevalent during the pandemic will continue to play a significant role into the future. The Board strives to achieve seamless delivery of services and universal access to individuals with disabilities and those with language barriers and to provide employers with the most qualified labor force. The Career Center is ADA compliant. It is currently open by appointment only with plans to reopen fully in the Fall of 2021.

ii. Technology and materials for individuals with disabilities; and

Technology and materials are available at the Career Center for individuals with disabilities along with the virtual services. The Board will focus on the continued improvement of virtual services utilizing video conferencing, e-signature and digital transaction management platforms. All services will be delivered in simple to comprehend language, with assistive technology available if needed for jobseekers with a wide range of visual, hearing, physical, cognitive and other disabilities. One-on-one assistance is also available.

iii. Providing staff training and support for addressing the needs of individuals with disabilities.

Annual trainings have been provided through Independent Living and ACCES-VR except during the pandemic. These services will continue as we move towards full re-opening.

iv. Describe the roles and resource contributions of the One-Stop partners related to the nondiscrimination requirements of WIOA (section 188), and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).

Both CWD and NYSDOL have onsite EEO officers. Ensuring high quality services to individuals with disabilities is regularly discussed at One Stop partner meetings.

Business Engagement

a. What strategies and programs, including training programs, will be used to facilitate engagement of businesses, including small businesses and businesses in in-demand sectors and occupations?

The Board Director is a member of the County's Economic Development Team that includes the Partnership for Economic Development, the IDA, County Chamber of Commerce and the County Visitor's Association and the County Planning Department.

Business services and programs are delivered by the CWD Business Services Team. Services are tiered based on level of staff interaction and employer need. The Team uses the CWD social media platforms to post job listings, market business services and partner services. Since the county has reopened in person outreach has resumed. The local training providers have noncredit and credit bearing trainings for in demand skills and occupations including Health and Human Services and Hospitality. There is a plan to bring in a technical college to provide short term certificate training in different trade occupations. The CWD has

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designed a Career Readiness program to address the core work skills necessary for success across all industries.

- i. If applicable, describe the local area's use of business intermediaries.

N/A

- b. What strategies or services are used to support a local workforce development system that meets the needs of businesses in the local area?

Services that are used to meet the needs of local businesses include job listings, on site recruitments, job fairs, job seeker referrals, OJT, on site visits to determine service needs, LMI, online learning opportunities for employees, referral to economic development resources. The use of social media platforms is expanding the services being provided.

- c. Describe how the local area's workforce development programs and strategies will be coordinated with economic development activities.

The Board Director is a member of the County's Economic Development Team that includes the Partnership for economic Development, the IDA, County Chamber of Commerce, The Visitor's Association and the Planning Department.

- i. Describe how these programs will promote entrepreneurial skills training and microenterprise services.

Interested individuals are referred to the Economic Development Team member best suited to address their entrepreneurial interests. The Planning Division has a micro enterprise loan program. The CWD is part of that program providing training on hiring, an overview of available services and resources including the OJT program.

- d. Describe how the LWDB will coordinate its workforce investment activities with statewide rapid response activities.

The NYSDOL provides rapid response services on a regional level. When local workers are impacted the regional team partners with local Career Center staff to provide the services. Services are provided based on the identified needs of individual workers.

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Program Coordination

- a. How do the local area's programs and strategies strengthen the linkages between the One-Stop delivery system and unemployment insurance programs?

The Board's goal is to have the workforce system be the first place all employers turn to for their labor force needs. The Career Center serves as a central point of contact for employment and unemployment. The pandemic has crystalized employer outreach and engagement as crucial to the linkage between the Career Center delivery system and the unemployment insurance system. The Board is determined to pull these links closer together while staff members work closely with area businesses to identify needs and skills gaps, and supply the eligible individuals with the training and skills to be workforce ready.

- b. Describe how education and workforce investment activities will be coordinated in the local area. This must include:

- i. Coordination of relevant secondary and postsecondary education programs;

Our local community college provides training and education and is a member of the Board's workforce partners group. The college has now hired a workforce staff member that works directly with CWD. The Board and the Sullivan County BOCES (workforce partner group member) are working on a partnership with a technical college to bring a hybrid approach (virtual and onsite) to short term certificate training in identified in demand trades.

- ii. Activities with education and workforce investment activities to coordinate strategies and enhance services; and

The Board in partnership with CWD created Career Readiness Training modules that prepare job seekers with the necessary skills and awareness to succeed in their jobs and careers. These modules have been trained in-house and virtual and the Board is seeking to have this credentialed. The CWD is working to contract with AlbanyCanCode for training on industry certificate Information Technology trainings. The CWD will partner with the Chamber of Commerce to engage local businesses to provide opportunities for eligible participants to assist the businesses in web development, possible OJT's and direct referrals. The Board and CWD are working with SUNY Sullivan to offer Certified Nursing Assistant training. They are also going to offer Licensed Practical Nursing thereby creating a solid career pathway for nursing careers.

- iii. A description of how the LWDB will avoid duplication of services.

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The Board is clear in its mission to have a customer driven, streamlined and responsive local workforce system. The core partners work to coordinate services and avoid duplication and discuss all aspects of the workforce at the quarterly meetings.

- c. Describe plans, strategies, and assurances concerning the coordination of services provided by the State employment service under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), to improve service delivery and avoid duplication of services.

The NYSDOL Wagner Peyser program is co- located at the Sullivan County Career Center. They are a critical partner in the delivery of services in the local area. The mandated state referral forms and the coordination within our system ensures any duplication of services are kept at a minimum.

- d. Provide a list of executed cooperative agreements that define how all local service providers, including additional providers, will carry out the requirements for integration of and access to the entire set of services available in the local Career Center System. This includes agreements between the LWDB and entities that serve individuals eligible under the Rehabilitation Act. If no such agreements exist, provide an explanation why this is the case and/or progress towards executing such agreements.

There is a local workforce system MOU that is at the State level awaiting approval. There are no separate agreements with the Board. There is an intra-county agreement between the CWD and the Department of Social Services for the Welfare to Work program.

Title II Program Coordination

- a. Provide a description of the LWDB's strategic vision and goals for preparing an educated and skilled workforce, specifically addressing how to improve access to activities leading to a recognized post-secondary credential, as well as other strategies for serving out-of-school youth (OSY) and adults who have low literacy skills, are English Language Learners, or lack a high school diploma or the equivalent.

The Board's vision is to provide individuals with the necessary tools to gain the skills, knowledge and abilities that businesses need to be competitive and successful. The Board works to ensure that quality training and education opportunities are available for individuals to gain the credentials for in-demand jobs. The Board brings together the key economic development, community, business, education, training and workforce partners to accomplish these goals. The Board and partners put emphasis on ensuring that out of school youth, low literacy adults, English Language Learners, receive the information, services and extra supports necessary for their success.

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- b. Provide a description of how the LWDB will expand access to employment, training, education, and supportive services provided through the NYS Career Center System for Title II participants with barriers to employment.

The Board anticipates a new Title II training provider. The Board staff and CWD youth staff have strong working relationships with lead Title II applicant, Monticello Central School District (MCSD). The CWD has worked with the co-applicant, Orange Ulster BOCES (OUB), in linking Sullivan county residents with their training opportunities. The CWD staff will provide referrals, enrollment, case management and support services to eligible Title II participants. The CWD will provide Career Center orientation to Title II participants.

The Title II provider will be a member of the Board and of the local workforce system partners group.

The CWD will utilize social media platforms to outreach to Title II participants and provide information on services and any events.

- c. Identify how the LWDB will facilitate the development of a career pathways and co-enrollment in academic training programs.

The WDB staff and CWD staff have a history of working closely with local education and training providers, economic development partners, and businesses to identify and support career pathways that meet the needs of local businesses. Career pathways provide jobseekers and workers with a clear plan to gain skills, grow their careers and increase their earning potential. The CWD will provide intensive case management and supportive services that enable individuals to successfully earn certificates, credentials, and degrees resulting in a better-trained workforce for our businesses.

- d. Provide a description of how the LWDB will support the strategy identified in the State Plan and work with the entities carrying out core programs and other workforce development programs, including those authorized under the Carl D. Perkins Career and Technical Education Act to support service alignment.

The Sullivan County WD Board is aware of and supports the strategy of the NYS State Plan to work with all organizations that provide core programs and other workforce development programs, by making sure that local and regional strategies are in alignment with state strategies. The Board and local system partners consider the goals of Regional and State plans when developing solutions to the issues of the local workforce and partners. The providers of the core workforce programs including Title II and Carl D. Perkins Career and Technical Education Act are members of the WD Board and the workforce partner group.

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Youth Activities

- a. Provide contact details of Youth Point(s) of Contact for your local area including: Name of organization, name(s) of Youth Point(s) of Contact, title, address, phone number, and email address. Youth Point(s) of Contact details are primarily used to refer young adults, parents, and partners about youth programs and posted on the [NYS DOL webpage](#).

Lyle Mincheff, Employment and Training Specialist

lyle.mincheff@sullivanny.us

Center for Workforce Development , 50 North St., Monticello NY 12701

807.845.0604

- b. Provide the number of planned enrollments in PY 2021 for new Out-of-School Youth (OSY), carry-over OSY, new In-School Youth (ISY), carry-over ISY, and work experience. *

- i. New OSY

10

- ii. Carry-over OSY

5

- iii. New ISY

7

- iv. Carry-over ISY

0

- v. Work experiences

3

*Please note that PY 2021 enrollments will provide the baseline estimate for the remaining three years of the Plan.

- c. In Attachment F, Youth Services, located on the New York State Department of Labor (NYS DOL) [website](#) under the Local Planning section, identify the organization providing the Design Framework which includes: Intake & Eligibility, Objective Assessments, and Individual Services Strategies (ISS), and 14 Youth Program Elements and whether the provision of each element is contractual, with a Memorandum of Agreement (MOA), or provided by the LWDB.

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d. Explain how providers and LWDB staff ensure the WIOA elements:

i. Connect back to the WIOA Youth Program Design Framework, particularly the Objective Assessments and ISS; and

The CWD is responsible for intake, eligibility and ISS development and ensures that all services received support the ISS and are entered into OSOS. Through the development of the ISS a youth is assisted in exploring career interests, setting goals and action plans. This is accomplished through case management support, Career Zone and accessing exploration resources in the Career Center. For youth who are basic skills deficient, staff members will work with them to improve literacy and numeracy skills through a variety of computer based exercises or do virtual training with Essential Education. One-on-One counseling or Career Readiness Training may be recommended.

ii. Are made available to youth with disabilities by describing specific program practices, tools, and services that are tailored to serve youth with disabilities.

The Board is a proponent of inclusion; youth with disabilities can participate in all of the activities available to all youth. If necessary, supportive services for assistance with accommodations may be included, regardless of their disability status.

e. Describe successful models for youth services from your local area, including but not limited to virtual work experiences, OSY recruitment. and engagement strategies.

The Board understands that youth are the future of the workforce and a key element of a thriving local economy. Youth are able to take advantage of an array of different activities designed to prepare them for the world of work. One of the main components of the youth program is work experience, which allows them to be exposed to employment and have the opportunity to get practical hands on work experience while gaining valuable skills. Youth may choose the same trainings available to Adults and Dislocated Workers.

f. Does your local area plan to serve ISY and/or OSY using the “Needs Additional Assistance” qualifying barrier for eligibility?

Yes (Attach a Needs Additional Assistance policy that defines reasonable, quantifiable, evidence-based, and specific characteristics of ISY and OSY as described in Technical Advisory (TA) #[19-2](#).)

No (Not required to attach a policy)

g. Attach a Basic Skills Deficiency policy of youth program as described in the in TA #[19-2](#).

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Administration

- a. Identify the entity responsible for the disbursement of grant funds as determined by the Chief Elected Official(s) (CEOs) or Governor.

The County of Sullivan

- b. Describe the competitive process to be used to award subgrants and contracts for WIOA Title I activities in the local area.

The County has determined that the Center for Workforce Development will provide all WIOA Adult and DW services. There are youth services that have been competitively procured.

- c. Provide the local levels of performance negotiated with the Governor and CEO(s) to be used to measure the performance of the local area and to be used by the LWDB for measuring the performance of the local fiscal agent (when applicable), eligible providers, and the One-Stop delivery system, in the local area.

WIOA PY'20 Adult Measures

Employment Rate 2nd Quarter after Exit - 69%

Employment Rate 4th Quarter after Exit – 68%

Median Earnings 2nd Quarter after Exit - \$5,300

Credential Attainment 4th Quarter after Exit – 32.5%

Measurable Skills Gain – 45%

WIOA PY'20 Dislocated Worker Measures

Employment Rate 2nd Quarter after Exit - 67%

Employment Rate 4th Quarter after Exit – 67%

Median Earnings 2nd Quarter after Exit - \$6,267

Credential Attainment 4th Quarter after Exit – 20.8%

Measurable Skills Gain – 45%

WIOA PY'20 Youth Measures

Employment, Education or Training Placement Rate 2nd Quarter after Exit – 73%

Employment, Education or Training Placement Rate 4th Quarter after Exit – 63%

Median Earnings 2nd Quarter after Exit - \$3,000

Credential Attainment 4th Quarter after exit – 49%

Measurable Skills Gains – 50%

WIOA PY'21 Adult Measures

Employment Rate 2nd Quarter after Exit - 69.9%

Employment Rate 4th Quarter after Exit – 70%

Median Earnings 2nd Quarter after Exit - \$5,500

Credential Attainment 4th Quarter after Exit – 33.5%

Measurable Skills Gain – 45.5%

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WIOA PY'21 Dislocated Worker Measures
Employment Rate 2nd Quarter after Exit - 70%
Employment Rate 4th Quarter after Exit – 69%
Median Earnings 2nd Quarter after Exit - \$6,400
Credential Attainment 4th Quarter after Exit – 22%
Measurable Skills Gain – 45.5%

WIOA PY'21 Youth Measures
Employment, Education or Training Placement Rate 2nd Quarter after Exit – 74%
Employment, Education or Training Placement Rate 4th Quarter after Exit – 65%
Median Earnings 2nd Quarter after Exit - \$3,100
Credential Attainment 4th Quarter after exit – 51%
Measurable Skills Gains – 50.5%

- d. Describe the actions taken toward becoming or remaining a high-performing LWDB, consistent with factors developed by the State Workforce Investment Board (SWIB). The LWDB will be defined as high performing if it meets the following criteria:
- i. It is certified and in membership compliance;
 - ii. All necessary governance actions and items have been accomplished, including executing a local Memorandum of Understanding (MOU), selecting a One-Stop System Operator, and implementing all required local policies, etc.;
 - iii. All One-Stop Career Centers in the LWDA have achieved at least an 80% score in the Career Center Certification process; and
 - iv. The LWDA meets or exceeds all performance goals.

The WDB is certified and in membership compliance. The MOU has been approved by all partners and we await approval from the State. The One Stop Operator has been selected and an agreement is in process. The Sullivan County Career Center has been certified. All required policies and procedures are in place. The pandemic provided the opportunity for a deep review and updating of all policies and procedures. The On the Job Training program (OJT) is the only program currently under policy and procedure review.

Training Services

- a. Describe how training services will be provided in the local area. This may include incumbent worker, on-the-job, and customized training programs.

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Training services will be provided based on WIOA priority of service. Eligible customers will have electronic access to the NYS Eligible Training Provider List (ETPL) and the Regional Priority Occupation List, and together with the CWD Specialist will make an informed choice of suitable, appropriate training.

- b. Describe how contracts will be coordinated with the use of Individual Training Accounts (ITAs).

The ITA's are used to support training available to the public so there are no contracts with local training providers. Once a training program is determined, an ITA request for approval is sent to the Director or Assistant Director. A County voucher is submitted to the training provider and returned to CWD for processing of payment through the County system.

- c. Describe how the LWDB will ensure informed customer choice in the selection of training programs regardless of how training services are provided.

Customer choice is one of the Board's foundation principles. The Career Center staff operates from this perspective when providing services. As a customer develops their plan of action they are provided the demand occupation list, have access to labor market information, eligible training providers and when appropriate, have an opportunity to job shadow. All steps are taken to ensure the customer is making the most informed choice for their goals.

Public Comment

- a. Describe the process used by the LWDB to provide a period of no more than 30 days for public comment and input into development of the plan by representatives of business, labor organizations, and education prior to submission.

A legal notice was published in the Sullivan County Democrat. The plan has been posted on the County website.

List of Attachments

Please complete all attachments listed below.

Attachment A – Units of Local Government

Attachment B – Fiscal Agent

Attachment C – Signature of Local Board Chair

Attachment D – Signature of Chief Elected Official(s)

Attachment E – Federal and State Certifications

Attachment F – Youth Services Chart

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Original signature pages for Attachments C, D and E, must be delivered to NYSDOL in one of the following two ways:

- Electronic signature (if the LWDB has the capability for it) – Note that electronic signatures must follow the requirements and guidelines of the Electronic Signature and Records Act ([ESRA](#)). LWDBs choosing to submit signature pages via electronic signature may submit these pages via email with the Local Plan.
- Mail original versions – Hard copies of traditional signature pages may be sent to:

Attn: Local Plan
New York State Department of Labor
Division of Employment and Workforce Solutions
Building 12 – Room 440
W. Averell Harriman Office Building Campus
Albany, NY 12240

All other attachments must be submitted via email with the LWDB Local Plan Template.

In addition to these attachments, LWDBs must provide copies of the agreements listed in the Program Coordination section of this template under [\(d\)](#). If possible, it is preferable to provide a list of hyperlinks to these agreements available on the LWDB website.

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Attachment A: Units of Local Government

Please list the unit or units (multiple counties or jurisdictional areas) of local government included in the local area. If the CEO Grant Recipient has designated a local grant subrecipient to administer WIOA pursuant to WIOA § 107, please indicate the unit of local government that is the grant subrecipient. However, if instead, the CEO Grant Recipient has designated a fiscal agent, please indicate this on Attachment B.

Unit of Local Government	Grant Subrecipient
	Yes
Sullivan County Center for Workforce Development	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

§107(6)(B)(i) - When a local workforce area is composed of more than one unit of general local government, the chief elected officials of such units may execute an agreement that specifies the respective roles of the individual chief elected officials.

If your local workforce area is composed of more than one unit of general local government, is there a written agreement between local officials that details the liability of the individual jurisdictions?

Yes No

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Attachment B: Fiscal Agent

WIOA §117(d)(3)(B)(i)(II) indicates that the chief elected official Grant Recipient may designate a local fiscal agent as an alternative to a local grant subrecipient. Such designation to a grant subrecipient or fiscal agent shall not relieve the chief elected official or the Governor of the liability for any misuse of grant funds. If the CEO identified a fiscal agent to assist in the administration of grant funds, please provide the name of the agent.

Fiscal Agent
N/A

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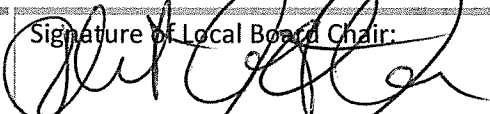
ATTACHMENT C: SIGNATURE OF LOCAL BOARD CHAIR

**Workforce Innovation and Opportunity Act (WIOA) Local Plan for
Program Year 2021-2024, for WIOA Title 1-B
and Wagner-Peyser Programs**

In compliance with the provisions of the Workforce Innovation and Opportunity Act of 2014, the Final Rule, and Planning guidelines and instructions developed by the Governor, this Plan is being submitted jointly by the Local Board and the respective Chief Elected Official(s).

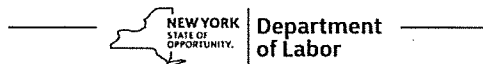
By virtue of my signature, I:

- Agree to comply with all statutory and regulatory requirements of the Act as well as other applicable State and federal laws, regulations, and policies;
- Affirm that the composition of the Local Board is either in compliance with the law, rules, and regulations and is approved by the State or, will be in compliance within 90 days of Local Plan submission;
- Affirm that this Plan was developed in collaboration with the Local Board and is jointly submitted with the Chief Elected Official(s) on behalf of the Local Board; and
- Affirm that the board, including any staff to the board, will not directly provide any career services unless approved to do so by the Chief Elected Official and the Governor.

Date:	7/8/21	Signature of Local Board Chair:	
			
		Chair	
Mr.	<input checked="" type="checkbox"/>	Typed Name of Local Board Chair:	
Ms.	<input type="checkbox"/>	Robert Green	
Other	<input type="checkbox"/>		
Name of Board:	Workforce Development Board of Sullivan Inc.		
Address 1:	100 North Street		
Address 2:			
City:	Monticello		
State:	NY	Zip:	12701
Phone:	845-807-0388	E-mail: rsgreen_rgtruck@hotmail.com	

Submission directions: Complete this attachment as part of the Plan development process and submit it, with original signatures, as described in the Local Plan Template.

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ATTACHMENT D: SIGNATURE OF CHIEF ELECTED OFFICIAL(S)

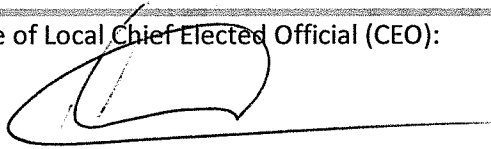
**Workforce Innovation and Opportunity Act (WIOA) Local Plan for
Program Year 2021-2024, for WIOA Title 1-B
and Wagner-Peyser Programs**

In compliance with the provisions of the Workforce Innovation and Opportunity Act of 2014, the Final Rule, and Planning guidelines and instructions developed by the Governor, this Plan is being submitted jointly by the Local Board and the respective Chief Elected Official(s).

By virtue of my signature, I:

- Agree to comply with all statutory and regulatory requirements of the Act as well as other applicable State and Federal laws, regulations, and policies;
- Affirm that the Grant recipient possesses the capacity to fulfill all responsibilities and assume liability for funds received, as stipulated in §679.420 of the rules and regulations;
- Affirm that the composition of the Local Board is either in compliance with the law, rules, and regulations and is approved by the State or, will be in compliance within 90 days of Local Plan submission;
- Affirm that the Chair of the Local Board was duly elected by that board; and
- Affirm that the board, including any staff to the board, will not directly provide any career services unless approved to do so by the Chief Elected Official and the Governor.

Note: A separate signature sheet is required for each local Chief Elected Official (CEO). If additional pages are necessary, please replicate this document for each CEO.

Date:	7/8/21	Signature of Local Chief Elected Official (CEO): 	
Mr.	<input checked="" type="checkbox"/>	Typed Name of Local CEO: Robert Doherty	
Ms.	<input type="checkbox"/>		
Other	<input type="checkbox"/>		
Title of Local CEO:	Chairman		
Address 1:	Sullivan County Legislature		
Address 2:	100 North Street		
City:	Monticello		
State:	NY	Zip:	12701
Phone:	845-807-0435	E-mail:	robert.doherty@sullivanny.us
Are you the Grant Recipient CEO? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

Submission directions: Complete this attachment as part of the Plan development process and submit it, with original signatures, as described in the Local Plan Template.

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Bidder Organization Name: **Sullivan**

ATTACHMENT E: FEDERAL AND STATE CERTIFICATIONS

The funding for the awards granted under this contract is provided by the United States Department of Labor which requires the following certifications:

A. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION-LOWER TIER COVERED TRANSACTIONS

1. By signing this Contract, the prospective lower tier participant certifies, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statement in this certification, such prospective participant shall provide an explanation.
3. The prospective lower tier participant shall pass the requirements of A.1. and A.2., above, to each person or entity with whom the participant enters into a covered transaction at the next lower tier.

B. CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements

By signing this Contract, the Contractor hereby certifies, to the best of his or her knowledge and belief, that :

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The Contractor shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of facts upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

C. DRUG FREE WORKPLACE

By signing this Contract, the Contractor certifies that it will provide a Drug Free Workplace by implementing the provisions at 29 CFR 94, pertaining to the Drug Free Workplace. In accordance with these provisions, a list of places where performance of work is done in connection with this specific grant will take place must be maintained at the Contractor's office and available for Federal inspection.

D. NONDISCRIMINATION & EQUAL OPPORTUNITY ASSURANCE

As a condition to the award of financial assistance from the Department of Labor under Title I of the Workforce Innovation and Opportunity Act (WIOA), the Contractor assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

- (1) Section 188 of the WIOA, which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age disability, political affiliation, or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in a program or activity that receives financial assistance under Title I of WIOA;
- (2) Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- (3) Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
- (4) The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and
- (5) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The Contractor also assures that it will comply with 29 CFR Part 38 and all other regulations implementing the laws listed above. This assurance applies to the Contractor's operation of the WIOA Title I – financially assisted program or activity, and to all agreements the Contractor makes to carry out the WIOA Title I – financially assisted program or activity. The Contractor understands that the United States has the right to seek judicial enforcement of this assurance.

E. BUY AMERICAN NOTICE REQUIREMENT

In accordance with Section 502 of the WIOA, none of the funds made available under the WIOA may be expended by an entity unless the entity agrees that in expending the funds it will comply with sections 8301 through 8303 of title 41, United States Code (commonly known as the "Buy American Act").

F. SALARY AND BONUS LIMITATIONS

No federal funds appropriated annually under the heading 'Employment and Training' shall be used by a subrecipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II. This limitation shall not apply to vendors providing goods and services as defined in 2 CFR 200.330. See Training and Employment Guidance Letter number 5-06 for further clarification. Where applicable, the Contractor agrees to comply with the Salary and Bonus Limitations.

G. VETERANS' PRIORITY PROVISIONS

Federal grants for qualified job training programs funded, in whole or in part, by the U.S. Department of Labor are subject to the provisions of the "Jobs for Veterans Act" (JVA), Public Law 107-288 (38 USC 4215). The JVA provides priority of service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services. Please note that to obtain priority service, a person must meet the program's eligibility requirements. Training and Employment Guidance Letter (TEGL) No. 5-03 (September 16, 2003) and Section 20 of the Code of Federal Regulations (CFR) Part 1010 (effective January 19, 2009) provide general guidance on the scope of the veterans priority statute and its effect on current employment and training programs. Where applicable, the Contractor agrees to comply with the Veteran's Priority Provisions.

STATE CERTIFICATIONS**H. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND OUTSTANDING DEBTS**

By signing this Contract, the Contractor, as a duly sworn representative of the contractor/vendor, hereby attests and certifies that:

- a) No principal or executive officer of the Contractor's company, its subcontractor(s) and/or successor(s) is presently suspended or debarred; and
- b) The Contractor, its subcontractor(s) and/or its successor(s) is not ineligible to submit a bid on, or be awarded, any public work contract or sub-contract with the State, any municipal corporation or public body for reason of debarment for failure to pay the prevailing rate of wages, or to provide supplements, in accordance with Article 8 of the New York State Labor Law.
- c) The Contractor, its subcontractor(s) and/or its successor do not have any outstanding debts owed to the Department, including but not limited to, contractual obligations, fines related to Safety and Health violations, payments owed to workers for public works projects or the general provisions of the labor Law, unemployment insurance contributions or other related assessments, penalties or charges.

I. CERTIFICATION REGARDING "NONDISCRIMINATION IN EMPLOYMENT IN NORTHERN IRELAND: MacBRIDE FAIR EMPLOYMENT PRINCIPLES"

By signing this Contract, the Contractor stipulates that in accordance with the MacBride Fair Employment Principles (Chapter 807 of the laws of 1992), the Contractor, or any individual or legal entity in which the contractor holds a 10% or greater ownership interest, or any individual or legal entity that holds a 10% or greater ownership interest in the contractor, either (a) has no business operations in Northern Ireland, or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Fair Employment Principles (as described in Section 165 of the New York State Finance Law), and shall permit independent monitoring of compliance with such principles.

J. NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his or her knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit to bid for the purpose of restricting competition.

K. IRAN DIVESTMENT ACT

By signing this Contract, the Contractor certifies in accordance with State Finance Law §165-a that it is not on the “Entities Determined to be Non-Responsive Bidder/Offerers pursuant to the New York State Iran Divestment Act of 2012” (“Prohibited Entities List”) posted at:

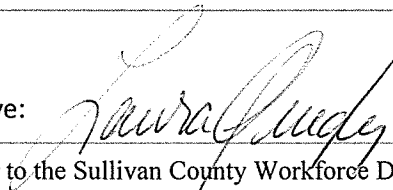
<http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf>.

The Contractor further certifies that it will not utilize on this contract any subcontractor that is identified on the Prohibited Entities List. The Contractor agrees that should it seek to renew or extend this Contract, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should the state agency receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certification, the state agency will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then the state agency shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The state agency reserves the right to reject any request for renewal, extension, or assignment for an entity that appears on the Prohibited Entities List prior to the renewal, extension, or assignment of the Agreement, and to pursue a responsibility review with the Contractor should it appear on the Prohibited Entities List hereafter..

I, the undersigned, attest under penalty of perjury that I am an authorized representative of the Bidder/Contractor and that the foregoing statements are true and accurate.

Signature of Authorized Representative:	
Title:	Director to the Sullivan County Workforce Development Board
Date:	7/12/21

Youth Services

Name of Local Area: Sullivan County

Name of Organization Providing Youth Services <i>(Provide name of organization)</i>	Phone Number	Type of Agreement <i>(Select from the 3 options in the drop-down menu)</i>	<i>(Mark "x" for all program elements provided by the organization)</i>																	
			Intake & Eligibility	Objective Assessments	Individual Service Strategy	Tutoring / Study Skills	Alternative Sec. School	Occupational Skills Training	Work Experience	Edu. Offered Concurrently	Leadership Development	Supportive Services	Adult Mentoring	Comp. Guidance/ Counseling	Financial Literacy	Entrepreneurial Skills	Labor Market Information	Postsecondary prep./transition	Follow-Up	
Center for Workforce Development	845-807-0387	LWDB	X	X	X									X	X			X	X	X
Hospitality Green, LLC	845-798-9468	Contract											X				X	X	X	
Kathleen Christie, LSMW	845-203-0364	Contract (purchase order)											X							
Literacy Volunteers	845-794-0017	Contract (purchase order)				X	X													
ENGN	845-288-2845	Contract											X				X	X		
Sullivan County Career Center	845-807-0620	MOA															X			
Sullivan County Dept of Family Services	845-292-0100	MOA							x				X							
Sullivan County Renaissance	845-295-2445	LWDB							X			X								
SUNY ATTAIN Lab	845-295-4908	MOA															X			
SUNY Sullivan	845-434-5750	Contract				X													X	
Essential Education	617-637-7669	Contract (purchase order)				X	X										X			
MedCerts	800-734-1175	Contract (purchase order)							X											
County of Sullivan	845-807-0455	Contract							X											
Johnson Technical College	570-702-8907	Contract										X								

Requires Additional Assistance Policy for In School and Out of School Youth

In accordance with WIOA Section 129(a)(1)

An individual (including a youth with a disability) who requires additional assistance to enter or complete an educational program, or to secure and hold employment is locally defined by the Sullivan Workforce Development Board as a low-income youth who has been determined to demonstrate any of the following behaviors:

- (a) Chronic absenteeism and truancy from school;
- (b) Chronic underachievement in school;
- (c) Chronic behavior or legal offenses;
- (d) Physical, mental, social/developmental immaturity or impairment or disability;
- (e) Lack of occupational skills/goals; or
- (f) Victim of physical/sexual/psychological abuse and or neglect.
- (g) Has unstable housing.
- (h) Has no access to consistent transportation.
- (i) Has been fired from a job.
- (j) Has been unemployed or underemployed for six out the last twelve months.
- (k) Lives alone or is the main financial support for family.
- (l) Has no family support to complete an education or training program or to secure and hold employment.

Additional indicators of need are:

- (m) Youth who are not currently served by other programs within the community;
- (n) Youth who are living with adults who are substance abusers; or
- (o) Chronic absenteeism from employment

Documentation:

New York State Department of Labor guidance allows the following documentation for verifying "Youth Requiring Additional Assistance" eligibility:

- ✓ Case notes
- ✓ WIOA application form signed by applicant
- ✓ School records and/or documentation from school official

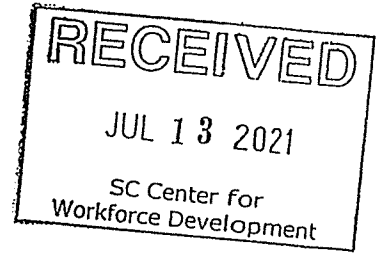
- ✓ Pay stubs, Unemployment system verification, W-2, employer statement
- ✓ ISS
- ✓ Department of Social Services or other agencies from whom the youth is receiving services
- ✓ Self-attestation is acceptable when there is no other way to document. Self-attestation is not acceptable for chronic absenteeism or truancy.

Basic Skills Deficient with respect to an individual -

- a. who is a youth that the individual has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or
- b. is a youth or an adult, that the individual is unable to compute or solve problems, read, write, or speak English at a level necessary to function on the job, in the individual's family or in society.

English Language Learner. WIOA Section 203(7) defines the term "English Language Learner" as an individual who has limited ability in reading, writing, speaking, or comprehending the English language, and (A) whose native language is a language other than English; or (B) who lives in a family or community environment where a language other than English is the dominant language."

Sullivan County Democrat
5 Lower Main St., PO Box 308
Callicoon, NY 12723-0308
845-887-5200 Fax: 845-887-5386



Affidavit of Publication

State of New York

SS:

County of Sullivan

Legal Notice

I, Fred W. Stabbert, III, being duly sworn, Depose and say: That I am the Publisher of Sullivan County Democrat, a twice weekly newspaper of general circulation published in Callicoon, County of Sullivan, State of New York; and that a notice, of which the annexed is a printed copy, was duly published in Sullivan County Democrat 7/9/21

Fred W. Stabbert, III

Sworn to before me this 9th day of July, 2021

Susan M. Owens

Notary Public, State of New York

No. #010W8025547

Qualified in Sullivan County

My commission expires on June 1, 2023

Electronic do
the date of filing of the
Articles of Organiza-
tion with the New York
Department of State
was June 29, 2021;
the County in New
York in which the
office of the Company
is located is Sullivan
County, New York; the
street address of the
Company is 551 Fifth
Avenue, 34th Floor,
New York, New York
10176; the Secretary
of State has been
designated as agent
of the Company.
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...in, and to reject, any and all bids. All bids are subject to final review and approval by the Sullivan County Legislature before any award of contract may be made. Receipt of bids by the County shall not be construed as authority to bind the County.

The work will be completed and ready for final payment on 07/29/2022.

The New York State Department of Transportation, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49 Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and Related Statutes, as amended, issued pursuant to such Act, hereby notifies all who respond to the related solicitation, request for proposal or invitation to bid that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, disability/handicap and income status in consideration for an award.

Owners Contact
Allyson Lewis
Director
Office of Purchasing &
Central Services
100 North Street
Monticello, NY 12701
(845) 807-0515
Purchasing@sullivanvny.us

Technical Questions
Dermot P. Dowd, LS
Civil Engineer
Public Works
100 North Street
Monticello, NY 12701
(845) 807-0274
Dermot.Dowd@sullivanvny.us

94138

LEGAL NOTICE

Under the Workforce Innovation and Opportunity Act (WIOA) the Workforce Development Board of Sullivan Inc. (WDB) and the Center for Workforce Development (CWD), as grant recipient, are responsible for developing and implementing a Four-Year Local Plan for the local workforce development system for the period of July 1 2021 through June 30 2024. We are inviting your comments. The plan can be accessed at www.sullivanvny.us under the Center for Workforce Development page. It is also available in hard copy at the CWD office located at the SC Government Center, 100 North St., Monticello, NY 12701. Anyone having questions or wishing to provide input may do so in writing to Laura Quigley, Commissioner, 100 North St., Monticello NY 12701 or at laura.quigley@sullivanvny.us. All comments must be received by July 13, 2021.

94197

rights reporting software, required. Access authorization v/main/business-center/civil-BO Vendor Login Request

will be in effect for this project. Jurisdiction over State and local contracts are deemed to be more

Bidders, Instructions to Bidders, Agreement, Special Notes, Addenda, may be examined between 9:00 am and 5:00 pm

Office of Purchasing & Central Services

www.sullivanvny.us

must be accepted within three

one source other than the bidder to be placed on the agenda and any other Bid other than those on the

Office of Purchasing & Central Services Plan Holders List. An Addendum sent by Sullivan County will act as proof that the bidder has received an emailed response, by signing and dating the Bid Form and the Addendum on page 26. Any questions or interpretation shall be directed to this Bid submittal. All documents.

could be directed to