



Business Service Representative meeting minutes

February 14, 2018

2:00pm

Finger Lakes Works Geneva Career Center

Present: K. Bailey C. Caughey, J. Celso, J. Davis, J. Vrabel, R. DeVay, M. Laursen, L. Principio, J. Weise, M. Woloson

- 1.) **Tax Incentives/OSOS Review:** Jason Kirchoff provided an overview of Tax Incentives available for business. OSOS job-matching and tax credits the 1st hour.

**The Work Opportunity Tax Credit (WOTC)** offers employers up to \$2,400 in federal tax savings for hiring individuals with barriers to employment.

**Workers Employment Tax Credit (WETC)** Businesses that employ people with disabilities who currently receive vocational rehabilitation services (or people who received them up to two years prior to hire) may earn \$2,100 more in state tax credits. You get the credit during the second year of employment and can combine it with the WOTC credit.

The **Minimum Wage Reimbursement Credit**-helps businesses adjust to the rise in the minimum wage rate of pay. Businesses may earn a credit of \$1.35 per hour for all hours worked by an eligible employee. An eligible employee is a student who is 16 to 19 years of age at the time of employment at the minimum wage rate.

For specifics go to <https://labor.ny.gov/businessservices/edsu/edsu%20wotc.shtm>

- 2.) **OSOS review:** Jason reviewed for BSRs the process for job matching openings to individual job seekers. The guide will walk through the steps of how to:

- Perform a job order search
- Review desired job orders
- Search, match, and refer customers to a job order

A guide is available at <https://labor.ny.gov/workforcenypartners/osos/OSOS-Guide-Matching-from-the-Job-Order-to-the-Customer-Record.pdf>

- 3.) **Dashboard:** Reviewed dashboard report including unemployment rates, front door traffic and services provided. Unemployment average of 4.15 counties was down by .05 of a percent for the same time as last year.
- 4.) **Recruiting round the Finger Lakes:** Jeff W. presented on Finger Lakes Hired initiative of reaching out to eligible job seekers to orient them to OJT services and holding targeted recruiting for specific business in the region. Jeff will update group on progress.
- 5.) **Marketing materials-**Discussed the need for updated marketing materials that are standard for the 4-county area. Since Business Services reps are the ones that uses the materials the most it was suggested they come together and review each piece of collateral and develop standard materials that can be used in all 4 counties. BSRs will provide an update on progress at next meeting.
- 6.) **Job Fairs Open Recruitments:**  
JSEC 2018 Spring Job Fair.  
When: March 27th – 3pm – 6pm (Set up begins at 2pm)  
Where: Ramada Geneva – Lakefront  
2018 I Love the Finger Lakes Job Fair  
When: April 19- 12:30-4:00pm (Set up at 11:00am)
- 7.) **Next Meeting-**Geneva Career Center March 16th at 9:00am.  
Submitted by M. Woloson