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September 17, 2014

Steven Bellone, County Executive
Suffolk County
Riverhead County Center
County Road 51
Riverhead, New York 11901

Report Number: S9-14-28

Dear Mr. Bellone, Commissioner and Members of the County Legislature:

The Office of the State Comptroller works to help local government officials manage their resources efficiently and effectively and, by so doing, provide accountability for tax dollars spent to support operations. The Comptroller oversees the fiscal affairs of local governments statewide, as well as compliance with relevant statutes and observance of good business practices. This oversight is accomplished, in part, through our audits, which identify opportunities for improving operations and governance. Audits also can identify strategies to reduce costs and to strengthen controls intended to safeguard assets.

In accordance with these goals we conducted an audit of six cities and nine counties throughout New York State. The objective of our audit was to determine if local law enforcement entities are taking action to help enforce the State's Sex Offender Registration Act (SORA). We included Suffolk County (County) – specifically, the Suffolk County Police (Department) – in this audit. Within the scope of this audit, we examined the Department's policies and procedures and reviewed the record of actions taken to enforce SORA for the period January 1, 2008 through January 22, 2014.

This report of examination letter contains our findings and recommendations specific to the Department. We discussed the findings and recommendations with Department officials and considered their comments, which appear in Appendix A, in preparing this report. Department officials generally agreed with our recommendations and indicated they have taken corrective action. At the completion of our audit of the 15 cities and counties, we prepared a global report that summarizes the significant issues we identified at all of the jurisdictions audited.

Summary of Findings

Although the Department has adopted policies and procedures (Policy) for managing sex offenders, Department personnel do not always follow the Policy. For example, we found the Department did not always take action when DCJS notified them that an offender did not return their annual address verification form. As a result, the Department did not respond to two of 49 address verification notifications we examined.

We also found the Department took action when the State’s Division of Criminal Justice Services (DCJS) notifies it of a sex offender’s non-compliance with SORA’s photograph provision.

Background and Methodology

Suffolk County (County) is governed by an 18-member County Legislature and has a population of approximately 1.5 million, including 464¹ moderate- and high-risk sex offenders of which 413² report to the Department. The County’s fiscal year 2013 budgeted appropriations totaled \$930 million, including \$429 million for the Department’s budgeted appropriations.

Megan’s Law,³ a federal law enacted May 17, 1996, is intended to protect the public from sexually violent offenders. It requires states to release relevant information necessary to protect the public concerning registered, convicted sex offenders. To comply with this law, assist local law enforcement agencies and protect the public, the State enacted SORA.⁴

SORA requires DCJS to establish and maintain a Sex Offender Registry (Registry) and a Subdirectory. The Subdirectory, which is available on the DCJS website, provides the public with information about moderate- and high-risk “sex offenders”⁵ residing in their communities. SORA provides that the Subdirectory include, among other things, the sex offender’s name, age, exact address, employment address, photograph, physical description and distinctive markings.

When an individual is convicted of a sex offense and certified by the court as a sex offender, the individual is required to register with DCJS and abide by the specific registration requirements.⁶ Prior to sentencing, the State Board of Examiners of Sex Offenders makes a risk-level recommendation to the sentencing court based on the degree of risk of repeat offense for each sex offender and a recommendation as to whether the offender warrants designation as a sexual predator, sexually violent offender or predicate sex offender.⁷ The assigned risk levels, determined by examining certain risk factors associated with the sex offender, are Level 1 (low risk of repeat offense), Level 2 (moderate risk of repeat offense) or Level 3 (high risk of repeat offense and threat to public safety).

SORA assigns a “local law enforcement agency having jurisdiction” (i.e., chief law enforcement officer of a town, village or city; or if none, the chief law enforcement officer of the county) to each convicted offender based on their residence. The Department has 15 full-time detectives

¹ 305 Level 2 sex offenders, 159 Level 3 sex offenders

² 274 Level 2 sex offenders, 139 Level 3 sex offenders

³ Megan’s Law (PL 104-145) is named for Megan Nicole Kanka, a seven-year-old murdered in 1994 near her New Jersey home by a neighbor who was a convicted sex offender. Megan’s Law amended the 1994 Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, which had the effect of requiring states to implement and maintain registries of certain sex offenders and offenders convicted of certain crimes against minors.

⁴ SORA; Article 6-C of the Correction Law, effective January 21, 1996

⁵ Under SORA, a “sex offender” is defined as any person who is convicted of any of the offenses set forth in Correction Law §168-a(2) or (3).

⁶ General requirements are detailed in Appendix B. Specific requirements are set forth in Correction Law Article 6-C.

⁷ See definitions in Appendix B.

who, as a part of their regular duties, primarily monitor the jurisdiction's sex offender population and provide sex offender information to DCJS.

DCJS mails a non-forwarding annual Address Verification Form to each sex offender's last reported address. The sex offender must sign and return the form to DCJS within 10 days of receipt. If an offender fails to do so, DCJS notifies the offender's jurisdiction that the offender failed to comply with the annual verification requirement and asks the jurisdiction to follow up. DCJS also notifies the sex offender and the jurisdiction when the offender is required to have the Registry photo updated.

In addition to verifying that they still reside at their last reported address each year, sex offenders must register with DCJS within 10 days of any change of address. Level 1 and Level 2 offenders also must have their Registry photo updated every three years at the local law enforcement agency having jurisdiction. Level 3 offenders must have their Registry photo updated each year. Additionally, Level 3 offenders and sex offenders designated as sexual predators must personally report to the local law enforcement agency having jurisdiction every 90 days to verify their address. Level 2 and Level 3 offenders are also required to annually state that they are still employed at the last reported address.

To complete our audit objective, we conducted interviews with designated law enforcement personnel and reviewed adopted policies and procedures. We also reviewed offender information maintained in the Registry, and information that the Department maintained for the offender records we sampled. We examined DCJS communications to ensure appropriate follow-up actions were taken and tested local policies to confirm compliance. We conducted our audit in accordance with generally accepted government auditing standards (GAGAS). More information on such standards and the methodology used in performing this audit is included in Appendix C of this report.

Audit Results

Policies and Procedures – The Department has a Policy for the management of sex offenders. It requires designated personnel monitor and track offenders, maintain offender data and ensure that offenders are in compliance with SORA. The Policy requires personnel to complete a 90-day verification form when a Level 3 offender reports to personally verify his or her address. The Policy also requires Department personnel to take appropriate enforcement action for non-compliance with SORA's registration requirements, change of address requirements, annual verification of a sex offender's address and photograph update requirements.

The Department generally followed the Policy regarding sex offender management. For example, the Policy requires Department personnel to take appropriate enforcement actions for non-compliance with SORA's annual address verification requirements. However, we found the Department did not do so for every notification.

DCJS Notifications – DCJS notifies sex offenders when they must report to the Department to update their Registry photograph, and notifies the Department when to expect each sex offender who needs the Registry photograph updated. DCJS also maintains a list of offenders who did not update their photograph as required and makes this list available to the Department through an online system.

We found the Department used both the DCJS notification and the DCJS list of non-compliant offenders to ensure each offender complies with SORA's photograph provision. As a result, the Department had either active investigations or pending investigations for nine of the jurisdiction's Level 3 offenders and five Level 2 offenders that the DCJS report identified. A sex offender is subject to arrest for failing to provide a photograph, a felony offense. Up-to-date Registry photographs help ensure that law enforcement and the public can recognize sex offenders.

DCJS also notifies the Department when an offender who lives in its jurisdiction fails to return the annual address verification form. In such cases, DCJS asks the Department to determine if the offender still resides at the reported address. Our examination of 49 notifications found that the Department verified the addresses or performed other follow-up action for a majority of notifications. For 47 of those 49 notifications tested, the Department appropriately responded to the notifications from DCJS. For two notifications, the Department had no documentation to support any followup action taken.

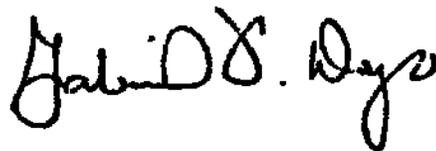
Recommendations

1. Department officials should ensure Department personnel comply with the Policy.
2. Department officials should use all DCJS notifications and resources to manage the sex offender population under its jurisdiction.

The County Legislature has the responsibility to initiate corrective action. A written corrective action plan (CAP) that addresses the findings and recommendations in this report should be prepared and forwarded to our office within 90 days, pursuant to Section 35 of the General Municipal Law. For more information on preparing and filing your CAP, please refer to our brochure, *Responding to an OSC Audit Report*, which you received with the draft audit report. We encourage the Legislature to make this plan available for public review in the Clerk of the Legislature's office.

We thank the officials and staff of the Suffolk County Police Department for the courtesies and cooperation extended to our auditors during this audit.

Sincerely,

A handwritten signature in black ink that reads "Gabriel F. Deyo". The signature is written in a cursive style with a large, stylized "G" and "D".

Gabriel F. Deyo

APPENDIX A

RESPONSE FROM LOCAL OFFICIALS

The local officials' response to this audit can be found on the following pages.

COUNTY OF SUFFOLK



STEVEN BELLONE
COUNTY EXECUTIVE

EDWARD WEBBER
POLICE COMMISSIONER

POLICE DEPARTMENT

July 1, 2014

Gabriel F. Deyo, Deputy Comptroller
Office of the State Comptroller
110 State Street
Albany, NY 12236

I would like to take this opportunity to thank the Office of the State Comptroller for its efforts assisting the Suffolk County Police Department (SCPD) in enhancing the sex offender registration investigative and enforcement services provided to the people of Suffolk County. By affirming the efforts of the SCPD in enforcing the State's Sex Offender Registration Act (SORA), the audit by the Comptroller's Office should reassure the people of Suffolk County that their police department has a comprehensive and most effective sex offender management program in place. Please note that this Audit Response is also serving as the Corrective Action Plan.

The audit conducted by the Office of the State Comptroller focused on the Suffolk County Police Department's investigative and enforcement efforts in response to notifications from the Division of Criminal Justice Services (DCJS) regarding offenders who have failed to provide updated photographs, and in response to DCJS notifications of offenders who have failed to return mandated annual address verification forms to DCJS. As outlined in the draft exit letter and reiterated during the exit interview on June 10, 2014, the SCPD was found to be in 100% compliance regarding follow-up measures taken pursuant to DCJS SORA photograph notifications. Moreover, the audit determined the SCPD to be in 96% compliance regarding follow-up measures taken concerning DCJS annual address verification notifications, as auditors found that two out of forty-nine address verification notifications audited lacked follow-up investigation by the SCPD. While a 96% compliance rate may appear to be sufficient or acceptable, the SCPD diligently strives to ensure that follow-up measures are taken pursuant to *all* notifications. However, a review of pertinent records revealed that the SCPD did not receive notifications for the two address verifications at issue.



ACCREDITED LAW ENFORCEMENT AGENCY

Visit Us Online at www.suffolkpd.org

Crime Stoppers Confidential Tip Hotline 1-800-220-TIPS

Non-Emergencies Requiring Police Response, Dial (631) 852-COPS

30 Yaphank Avenue, Yaphank, New York 11980 – (631) 852-6000



In an endeavor to ascertain the cause of the apparent lapses concerning the two address verification (AV) notifications at issue, the SCPD reviewed records maintained by this agency as well as inquired about pertinent records maintained by the DCJS. The DCJS reported sending one of the two notifications at issue by U.S. mail, and the other notification electronically through the DCJS portal. The AV notification said to have been sent via US mail was not received by the SCPD – and, the mailing could not be tracked, nor could delivery be confirmed. The second AV notification at issue cited by the audit was reportedly sent via the DCJS portal – although DCJS records indicate that the notification was received, the SCPD detective responsible for accessing notifications from the portal reported that she did not receive the notification. Unfortunately, the SCPD was unable to resolve how the apparent lapses occurred. Nonetheless, it should be noted that a review of records maintained by the SCPD indicates that follow-up investigatory action was taken by the SCPD concerning the two sex offenders who were the subject of the two notifications at issue. The offender whose notification was sent by mail has been the subject of address verifications by the SCPD on ten separate occasions since 2007, including four occasions after a failure to return AV notification by DCJS. The offender whose notification was sent electronically has been the subject of four address verifications since 2010.

Corrective Action Plan

To ensure receipt of DCJS notifications and prevent such lapses from recurring, the SCPD has respectfully recommended that the DCJS require acknowledgements of notifications from recipient agencies and / or provide a periodic report detailing all notifications so recipient agencies can confirm receipt of same. Additionally, internal DCJS notification procedures within the SCPD have been augmented by the creation of a notification log which enables a quick reference for all DCJS notifications, and ensures that prompt follow-up investigative measures are taken pursuant to each notification.

Sincerely,



Edward Webber,
Commissioner

EW/jq

APPENDIX B

Definitions, Registration Requirements, Convictions in Other Jurisdictions and the SORA Website

Definitions (from Correction Law §168-a)

Sex Offender: Includes any person who is convicted of any of the offenses set forth in subdivision two (2) or three (3) of Article 6-c, Section 168-a of the NYS Correction Law.

Sexual Predator: A sex offender who has been convicted of a sexually violent offense as defined in subdivision three (3) of Section 168-a of the NYS Correction Law and who suffers from a mental abnormality that makes such person likely to engage in predatory sexually violent offenses.

Sexually Violent Offender: A sex offender who has been convicted of a sexually violent offense defined in Subdivision three (3) of Section 168-A of the NYS Correction Law.

Predicate Sex Offender: A sex offender who has been convicted of an offense set forth in subdivision two (2) or three (3) of Section 168-a of the NYS Correction Law, when the offender has been previously convicted of an offense set forth in subdivision two (2) or three (3) of section 168-a of the NYS Correction Law.

Registration Requirements

An offender's basic obligations are as follows. Sexual predators, sexually violent offenders and predicate sex offenders all must register for life and:

- Report annually where they live by signing and returning an annual verification form to DCJS within 10 days after receiving it.
- Notify DCJS in writing of a new address no later than 10 days after moving.
- Report in person to a local police agency to have a current photograph taken every three years (Level 1 and 2 offenders) or every year (Level 3 offenders and offenders labeled as a sexual predator).
- Notify DCJS in writing of any institution of higher education they are attending and enrolled in, confirming they are living and indicating whether they are employed. Any change in status must be reported to DCJS no later than 10 days after the change.
- Provide in writing Internet service providers, Internet screen names and email accounts.

Level 3 offenders and offenders with a sexual predator designation must personally verify their addresses every 90 days with law enforcement. Law enforcement may at that time photograph a Level 3 offender if that offender's appearance has changed.

Note: The preceding is a basic list of responsibilities; please refer to Correction Law Article 6-C for more information.

Convictions in Other Jurisdictions

(Source: DCJS website: <http://www.criminaljustice.ny.gov/nsor/sortab1.htm>)

Individuals convicted in another jurisdiction (federal, military, or another state or country) who reside in New York State are required to register if:

- (1) the individual is convicted of an offense equivalent to a New York State registerable sex offense; or
- (2) the individual is convicted of a felony requiring registration in the conviction jurisdiction; or
- (3) the individual is convicted of:
 - *18 U.S.C.A. 2251* (sexual exploitation of children)
 - *18 U.S.C.A. 2251A* (selling or buying of children)
 - *18 U.S.C.A. 2252* (certain activities relating to material involving the sexual exploitation of minors)
 - *18 U.S.C.A. 2252A* (certain activities relating to material constituting or containing child pornography)
 - *18 U.S.C.A. 2260* (production of sexually explicit depictions of a minor for importation into the United States)
 - *18 U.S.C.A. 2422(b)* (coercion and enticement)
 - *18 U.S.C.A. 2423* (transportation of minors) or
 - *18 U.S.C.A. 2425* (use of interstate facilities to transmit information about a minor).

SORA Website

The public may obtain information about sex offenders from the New York State Division of Criminal Justice Services' Sex Offender Subdirectory at:

http://www.criminaljustice.ny.gov/SomsSUBDirectory/search_index.jsp

APPENDIX C

AUDIT METHODOLOGY AND STANDARDS

We conducted this performance audit in accordance with GAGAS. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

To determine if the Department takes action when DCJS notifies it of an offender's non-compliance with SORA address verification requirements, we asked the Unit for the list of offenders who failed to verify their address. This list was pulled from eJusticeNY,⁸ and we had Department officials use their internal records system and hard copy files to determine whether they were currently investigating or had resolved any cases involving sex offenders from the list. Further, examiners utilized the Sex Offender Registry to gather a non-biased judgmental sample by taking the first and last offender on the registry for each alphabetical letter based on last name. Department officials then utilized their internal records system and accessed their hard copy files to determine if the Department responded to the notifications from DCJS.

To determine if the Department was responding to DCJS notifications regarding offenders with photographs to be due soon and if the Department was utilizing DCJS provided resources that identified offenders with expired photographs, examiners had the Police Department provide a DCJS generated list of offenders who had expired photographs. Examiners utilized information from the Sex Offender Registry gathered previously on offenders indicated by the list. Examiners met with Department staff to determine why the photograph was out of day and when the Department took action.

⁸ eJusticeNY is a browser-based application designed to give users from qualified agencies a single point of access to computerized information within and beyond New York State.

SUFFOLK COUNTY
JOBS OPPORTUNITY BOARD



REPORT TO THE SUFFOLK COUNTY LEGISLATURE

SEPTEMBER 22, 2014

HAUPPAUGE, NY

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Report of the Jobs Opportunity Board

I. Membership of the Jobs Opportunity Board:

- The County Executive, or his or her designee
- The Chairperson of the Education and Information Technology Committee of the County Legislature, or his or her designee
- The Chairperson of the Economic Development and Energy Committee of the County Legislature, or his or her designee
- The President of Suffolk County Community College, or his or her designee
- The Chairperson of the Suffolk County Workforce Investment Board Youth Council, or his or her designee
- The Executive Director of the Suffolk County Youth Bureau, or his or her designee
- A representative of the Suffolk County IDA, or his or her designee
- A representative from the Long Island Federation of Labor
- A representative from Stony Brook University
- A representative from St. Joseph's College
- A representative from Farmingdale State University
- A representative from Dowling College
- A representative from Listnet
- A representative from the Long Island Forum of Technology (LIFT)
- A representative from Brookhaven National Laboratory
- A representative from the Hauppauge Industrial Association
- A representative from the Long Island Association of Small Businesses
- A representative from the Stony Brook Small Business Council

II. Objective of the board:

The board was created by Resolution 240-2013: Establishing the Jobs Opportunity Board ("JOB") to centralize career advancement and educational opportunities in the County of Suffolk. This legislation was sponsored by Legislator Sarah S. Anker.

The purpose of the Jobs Opportunity Board was to evaluate ways to further connect post-secondary schools, technology firms, and businesses in an effort to help identify job opportunities for recent college graduates. The board also examined ways to properly prepare, train, and support students seeking employment opportunities.

Report of the Jobs Opportunity Board

III. Information discussed by the board:

The Jobs Opportunity Board met three times to discuss the objective and evaluate ways to confront the issue of better connecting our students to available jobs. During our first meeting, the board was divided into three sub-committee groups.

The three sub-committee assignments were:

1. Professional Opportunity: *Identify present and future economic opportunities to better prepare young professionals and build career potential.*
2. Educational Response: *Recognize related educational and training requirements needed to support economic opportunities.*
3. Professional Support/Job Retention: *Provide professional development and support including internship and mentorship as avenues to keep and bring young professionals in Suffolk County.*

During the sub-committee's report to the board, it was determined that Suffolk County should facilitate a direct conduit between the current demands of the industry market, with career services at higher education institutions, with students who are looking for employment opportunities. (Please see diagram below)

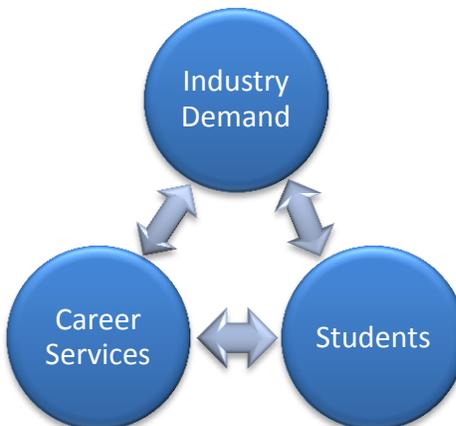


Diagram by Julie Allegretti, Assistant to the Executive Director, Bill Wahlig of LIFT

The board further discussed ideas as to how to create this model into a working system throughout Suffolk County, and it was determined that there should be better communication and a single source for industry, post-secondary schools and students to use.

Report of the Jobs Opportunity Board

The sub-committee's also discussed and gathered information pertaining to job networking programs and the services provided to better connect with potential student interns and/or post graduate employees. The information was divided between events and networking, help programs, information portal, and live support programs offered to reach out to potential job seekers. (Please see diagram below)

	Events / Networking	Help Programs	Information Portal	Live Support
APICS Student-Industry Connection event on April 28, 2014	X			
TechPREP and STEMTech	X	X		
The Long Island STEM Hub (Science, Technology, Engineering, and Mathematics)	X	X	X	X
Suffolk County Council, Boy Scouts of America	X	X		X
The STEM Diversity Summit:	X	X		
Connect to Tech	X	X	X	X
National Manufacturing Day	X			
Huntington Chamber of Commerce - Young Professionals Group	X			
Melville Chamber of Commerce - Young Professionals Group	X		X	
Llincs	X			
Urban League of Long Island Young Professionals	X			
Young Professionals of the IEEE Long Island Section	X			
Destination LI, Long Island, NY	X			
Public Relations Professionals of Long Island (PRPLI) Committee: Young Professionals	X			
Society of Manufacturing Engineers (SME) Student Zone	X		X	X
Long Island Business News, Young Island	X		X	
Stonybrook Career Site ZebraNet			X	X
Suffolk County Community College Job Listings			X	X
Farmingdale State College Career Center	X		X	X
Adelphi University Career Center	X		X	X
Dowling College Career Center	X		X	X
St. Joseph's College Office of Career Development and Engagement	X		X	X

Diagram by Julie Allegretti, Assistant to the Executive Director, Bill Wahlig of LIFT

Report of the Jobs Opportunity Board

Through the contributions of the JOB sub-committee reports, the board members were able to better understand the current job opportunities and network programs available to residents in Suffolk County.

IV. Conclusion of Jobs Opportunity Board:

During the board's final meeting, members discussed their findings in detail with Commissioner Samuel Chu of the Department of Labor, Licensing and Consumer Affairs. Commissioner Chu spoke on behalf of County Executive Steve Bellone to address the board's concerns of creating ways to keep our recent graduates in Suffolk County, and better connect those individuals to employment opportunities. He explained that by the county investing in our downtowns, attainable housing, and transportation system, there would be a significant impact on the rate of recent graduates staying in Suffolk County.

Commissioner Chu spoke about the importance of the Suffolk County One-Stop Employment Center, which focuses on connecting residents with employers. In addition, the facility provides resources and tools to residents throughout their job-search.

Additionally, Commissioner Chu concluded that the department would update their website with input from the Jobs Opportunity Board members, and the department will hold a job fair with the organizations involved on this board in an effort to expand the communication and opportunities for our students and recent graduates.



Jobs Opportunity Board Minutes

October 3, 2013 ~ 9:00am

H. Lee Dennison Building, County Executive's Conference Room

Welcoming Remarks

County Executive Steve Bellone

County Executive Steve Bellone discussed the importance of establishing mechanisms for better communication to establish job related services for our young professionals. County Executive Bellone also spoke about Suffolk County's need for groups such as the Jobs Opportunity Board to help facilitate economic growth and stability on Long Island.

Legislator Sarah Anker

Legislator Sarah Anker thanked the members for their attendance at the first meeting. Legislator Anker spoke about the significance of the board and how Suffolk County needs to establish better ways to connect schools, technology, and businesses in order to help identify jobs for young people. In addition, she discussed the importance of improved bus transportation throughout Suffolk County as an integral part of this effort.

Introductions of Jobs Opportunity Board (JOB) Members

Attendees:

Suffolk County Legislator Sarah S. Anker, Chairwoman of the Education and Information Technology Committee
Suffolk County Executive Steve Bellone
Suffolk County Legislator Wayne Horsley, Chairman of Economic Development and Energy Committee
Louis Petrizzo, College General Council, Suffolk County Community College
John Lombardo, Associate Vice President for Economic Development, Suffolk County Community College
Stacey Lesko, Youth Director, Suffolk County Workforce Investment Board Youth Council
Pat Policastro, Youth Services Coordinator, Suffolk County Youth Bureau
Anthony Manetta, Executive Director, Suffolk County IDA
Roger Clayman, Executive Director, Long Island Federation of Labor
Karen Clemente, Student Employment Coordinator of Career Center, Stony Brook University
Jennifer Rooney, Assitant Director, St. Joseph's College
Roxann Hristovskiy, Director of Career Services, Dowling College
Tammy Campagnola-Levinsky, Vice-President, ListNET
Bill Wahlig, Executive Director, LIFT
Ken White, Manager Office of Educational Programs, BNL
Terri Alessi-Miceli, President, HIA-LI
John Hill, President, President and CEO, Long Island Advancement of Small Business

Economic Development and Energy Committee

Legislator Wayne Horsley, Chairman: Current Economic State of Suffolk County and Employment

Legislator Wayne Horsley discussed the need for additional bus service throughout Suffolk County noting that added lines will allow more people to travel and seek employment opportunities. Legislator Horsley explained that our biggest challenge is to prepare and train students for jobs that are currently available and help them pursue and attain those employment opportunities. In addition, Legislator Horsley discussed the need to improve infrastructure within Suffolk County- approximately 70% of Suffolk County does not have sewers. By improving our sewer systems throughout Suffolk County, we can attract more businesses and enhance our economy.

Suffolk County Department of Labor: Workforce Investment Board Youth Council: Overview of Services

Stacey Lesko: Employment Services Offered to Youth within Suffolk County

Stacey Lesko discussed several programs available to young people. The Workforce Investment Board Youth Council mainly focuses on opportunities for students who have dropped out of school. Ms. Lesko's department also offers a work experience program for young men and women. Students who are enrolled in this program are typically from severely disadvantaged homes. There is also an "in school" program available to students as young as fourteen years of age. This program seeks to avoid high drop-out rates by providing support, motivation, and guidance to keep students in school.

Suffolk County Youth Bureau

Executive Director Reverend Roderick Pearson

Pat Policastro, Youth Services Coordinator: Suffolk County Youth Resource Services Offered in Suffolk County

Pat Policastro spoke about programs offered by the Suffolk County Youth Bureau. The department focuses on ways to get young people jobs by exposing them to various career and educational opportunities. Mr. Policastro stated that mentorship opportunities are greatly needed for young professionals to provide them with necessary information regarding employment and educational opportunities and to help support them with their career endeavors.

Suffolk County Community College

John Lombardo, Associate Vice President for Workforce and Economic Development: Workforce Education and Training Programs Offered at Suffolk County Community College

John Lombardo discussed current programs available at the Workforce Development Technology Center at Suffolk County Community College. The Workforce Training Center focuses on establishing connections with various companies in Suffolk County to determine their training and employment needs. The center places students with a company for experience and career proficiency. Mr. Lombardo stated that the Workforce Training Center at Suffolk County Community College is currently rated as one of the top 20 training institutes in the country.

Sub-Committee Group Assignments

Professional Opportunity: *Identify present and future economic opportunities to better prepare young professionals and build career potential.*

Members:

LIFT- Bill Wahlig
Stony Brook University- Karen Clemente
HIA-LI- Terri Alessi-Miceli
LISTnet- Tammy Campagnola-Levinsky
Dowling College- Roxann Hristovsky

Educational Response: *Recognize related educational and training requirements needed to support economic opportunities.*

Members:

Suffolk County Community College- John Lombardo
Dowling College- Roxann Hristovsky
Suffolk County Community College- Lou Petrizzo
St. Joseph's College- Jennifer Rooney
Long Island Federation of Labor- Roger Clayman

Professional Support/job retention: *Provide professional development and support including internship and mentorship as avenues to keep and bring young professionals in Suffolk County.*

Members:

LIFT- Bill Wahlig

HIA-LI- Terri Alessi-Miceli

LISTnet- Tammy Campagnola-Levinsky

BNL- Ken White

Stony Brook- Karen Clemente

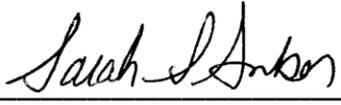
Closing Remarks

Legislator Sarah Anker

Legislator Sarah Anker closed the meeting by addressing the main goal of the Jobs Opportunity Board, which is to provide graduating students with the necessary resources and networking opportunities they need to find jobs and stay on Long Island. Legislator Anker's objective for this board is to ultimately provide a central location for our young professionals to obtain those resources including mentorship, internship, and employment opportunities.

In conclusion, Legislator Anker thanked everyone for attending the meeting. She is looking forward to working with everyone throughout the year.

Adjournment

Approved By 
Legislator Sarah S. Anker, Chairwoman
Suffolk County Legislator
Sixth Legislative District

Date: October 22, 2013



Jobs Opportunity Board Minutes

April 10, 2014 ~ 9:00am

H. Lee Dennison Building, County Executive's Conference Room

Members Present:

Suffolk County Legislator Sarah S. Anker, Chairwoman of the Education and Information Technology Committee
John Lombardo, Associate Vice President for Economic Development, Suffolk County Community College
Anthony Manetta, Executive Director, Suffolk County IDA
Roger Clayman, Executive Director, Long Island Federation of Labor
Karen Clemente, Student Employment Coordinator of Career Center, Stony Brook University
Roxann Hristovsky, Director of Career Services, Dowling College
Peter Goldsmith, President, ListNET
Bill Wahlig, Executive Director, LIFT
Ken White, Manager Office of Educational Programs, BNL
Terri Alessi-Miceli, President, HIA-LI
James Hall, Farmingdale State College

Also in Attendance:

Sylvia Camacho, Director of Career Services for Suffolk County Community College
Tony Catapano, Deputy Executive Director of Suffolk County IDA
Julie Allegretti, Assistant to LIFT
Pamela Donovan, Aide to Legislator Anker
Jason Zove, Aide to Legislator Lindsay

Minutes Taken By:

Amy Ellis, Aide to Legislator Anker

Presentation: Suffolk County Community College, Sylvia Camacho

Director of Career Services and Cooperative Education Sylvia Camacho, to give a presentation on internship programs at Suffolk County Community College and Suffolk's Job Connection.

Sylvia Camacho:

- The fundamental purpose of the Career Services Department at Suffolk County Community College (SCCC) is to provide job related services to students.
- Internship programs at the college include a classroom course. Additionally, the college assists students in developing necessary skillsets to obtain an internship position.
- SCCC has numerous internship programs available, including criminal justice, political science, business, paralegal, computer science and technology, and humanities. Currently, SCCC has two hundred student interns.
- Many employers post applications online due to the increasing number of internship resumes submitted each semester.
- Suffolk Jobs Connection is an online resource provided by the college, where businesses can post available jobs for students and alumni. Currently there are over 400 positions available on the website.

➤ **Action Items:**

- Draft a letter to Governor Cuomo regarding the Department of Labor's internship law. John Lombardo suggested stressing the need for cooperative workforce experience.
- Set up meeting with Senator LaValle regarding ways to better connect businesses with schools and their students.

Presentation: Suffolk County Industrial Development Agency

A representative from Suffolk County IDA to speak on the IDA website and employment opportunities in Suffolk County.

- Tony Catapano- current Acting Executive Director of IDA
- In the last two years, the IDA has adopted a new tax policy. This tax policy allows Suffolk County to be more aggressive in terms of communicating with businesses.
- The main focus for the IDA is to retain companies on Long Island. Retain and Grow (R and G) our workforce.
- In 2013, the IDA approved 29 new projects- accounting for 3180 jobs retained, 1621 created, \$70 million in new payroll, and 275 million in local capital investment. The IDA closed in 2013 on 24 projects.
- The IDA is working on expanding the scope beyond providing tax incentives- they invested in a jobs website for two reasons- to find an outlet in a hyper focused environment (STEM), and to increase accountability so that taxpayers could have access to these opportunities as well.
- The website can be created into a more mobile, digital platform and IDA is willing to make that investment. IDA can integrate into other platforms that may already be available. This will allow sites to comingle. The IDA can expand their website if requested.

➤ **Action Item:**

- Meet with Commissioner Chu to discuss the possibility of creating a countywide website that will better link businesses to educational institutions, and students.

Sub-Committee Reports

Professional Opportunity: *Identify present and future economic opportunities to better prepare young professionals and build career potential.*

Members:

LIFT- Bill Wahlig, Chair
Stony Brook University- Karen Clemente
HIA-LI- Terri Alessi-Miceli
LISTnet- Tammy Campagnola-Levinsky
Dowling College- Roxann Hristovsky

Presentation by: Bill Whalig, CEO of LIFT

The Professional Opportunity Subcommittee met twice, and concluded two main areas of focus:

- Identify and create communication tools/resources to achieve objectives
- Generate regional industry intelligence in support of objectives

Action Items for subcommittee:

- Create an electronic portal that will consolidate resources, needs and talent across the county
- Gather demographics from resources such as DOL and LIRACHE
- Create a business council

- Create an internship framework that colleges and industry can agree upon and work within
- Create point paper for elected officials and business leaders to articulate messaging
- Align existing resources that offer student's connections to Industry through Networking Events, Help Programs, Informational Portals, and Live Support.

Educational Response: *Recognize related educational and training requirements needed to support economic opportunities.*

Members:

Suffolk County Community College- John Lombardo, Chair
 Dowling College- Roxann Hristovsky
 Suffolk County Community College- Lou Petrizzo
 St. Joseph's College- Jennifer Rooney
 Long Island Federation of Labor- Roger Clayman

Presentation by: John Lombardo, Suffolk County Community College

The subcommittee is currently reviewing additional ways to better connect schools with potential businesses. John stated that he would like to establish a career academy to possibly act as a direct link with schools and businesses.

Professional Support/job retention: *Provide professional development and support including internship and mentorship as avenues to keep and bring young professionals in Suffolk County.*

Members:

LIFT- Bill Wahlig
 HIA-LI- Terri Alessi-Miceli
 LISTnet- Tammy Campagnola-Levinsky, Chair
 BNL- Ken White
 Stony Brook- Karen Clemente

Presentation by: Ken White: BNL-

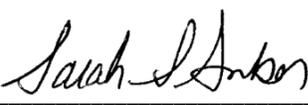
The subcommittee is currently reviewing possible funding for educational institutions to start career academies, which may act as a startup for schools to link students to jobs.

Closing Remarks

Legislator Sarah Anker

Legislator Sarah Anker closed the meeting by stating the action items. Legislator Anker is planning on arranging a meeting with Commissioner Chu to discuss the possibility of the Suffolk County Department of Labor creating a website with the findings from the Jobs Opportunity Boards.

Adjournment

Approved By 
Legislator Sarah S. Anker, Chairwoman
Suffolk County Legislator
Sixth Legislative District

Date: May 7, 2014



Jobs Opportunity Board Minutes

September 4, 2014 ~ 9:00am

H. Lee Dennison Building, County Executive's Conference Room

Members Present:

Suffolk County Legislator Sarah S. Anker, Chairwoman of the Education and Information Technology Committee

Samuel Chu, Commissioner, Department of Labor, Licensing, and Consumer Affairs

John Lombardo, Associate Vice President for Economic Development, Suffolk County Community College

Tony Catapano, Acting Executive Director, Suffolk County IDA

Roger Clayman, Executive Director, Long Island Federation of Labor

Karen Clemente, Student Employment Coordinator of Career Center, Stony Brook University

Bill Wahlig, Executive Director, LIFT

Terri Alessi-Miceli, President, HIA-LI

Reverend Roderick Pearson, Executive Director of the Suffolk County Youth Bureau

Stacey Lesko, Youth Director, Suffolk County Workforce Investment Board Youth Council

Ben Zwirn, Inter-Governmental Relations Coordinator, Suffolk County Community College

Diane LaChapelle, Department of Labor, Licensing, and Consumer Affairs

Also in Attendance:

Julie Allegretti, Assistant to LIFT

Amy Ellis, Aide to Legislator Sarah Anker

Brain Sapp, Aide to Legislator William Lindsay, III

Minutes Taken By:

Amy Ellis, Aide to Legislator Anker

Overview of Jobs Opportunity Board

Legislator Anker began the meeting by thanking the board members for their dedication and commitment to the issue of connecting our students to jobs in Suffolk County.

The board discussed the continued need for educational institutions to be connected with Suffolk County's Department of Labor, Licensing, and Consumer Affairs. Board members expressed their desire for a conduit between county businesses, educational institutions and students.

Mr. John Lombardo, Associate Vice President for Economic Development for Suffolk County Community College, discussed how businesses have been setting up on-site job fairs in an effort to bring potential new interns/employees to their facility. This offers a more hands on approach to students who may be considering employment or an internship; in addition it allows the student to see first-hand the environment of the business. Mr. Lombardo also spoke about the "Advanced Manufacturing Training Program". This program enables students to become interns, while also being trained and paid for their work at a specialized business.

Karen Clemente, Career Center Student Employment Coordinator at Stony Brook University, spoke briefly about the university's "Zebra Net" portal page. This website offers a comprehensive list to students regarding potential internship and employment opportunities throughout Suffolk County.

Presentation: Suffolk County Department of Labor, Licensing and Consumer Affairs

Commissioner Samuel Chu to provide a brief presentation on the current projects and initiatives.

Commissioner Chu spoke about various programs the county is currently offering to help promote business opportunities and employment notifications to residents throughout Suffolk County. He also spoke about initiatives being made by County Executive Steve Bellone to help keep our recently graduated students in Suffolk County, which includes investing in our downtowns and attainable housing, and making improvements to the county transportation system. Pertaining to employment, the county offers numerous programs to help residents and businesses, such as the social equality and diversity program, and Suffolk County's business program, which helps to subsidize work development programs for on the job training, and new employees for businesses. In addition, the department offers the One-Stop Employment Center. This program sees more than 20,000 residents per year who are connected with employers, and provided with resources and tools throughout their job-search.

Commissioner Chu discussed the need to update the department's website. He expressed to the members that he would include input from the board when making revisions to the website. He also discussed his interest in hosting a job fair with the members of the board.

Legislator Anker discussed her desire to better connect recently graduated high school students with jobs, and the need to promote employment early, including discussions on STEM and STEAM to our secondary students. Bill Wahlig, from LIFT, agreed with Legislator Anker and added there should be a countywide catalog that lists each business and possible employment opportunities. He stressed the need to make these employment opportunities as readily available to our residents in an effort to keep our students local.

Terri Alessi-Miceli, President of HIA, discussed the need for businesses to be better connected with the county. Diane LaChapelle, from the Department of Labor, Licensing and Consumer Affairs, stated that their department offers methods for businesses to stay connected, such as signing up for the "A-List" program, where businesses will be updated on job fairs and various other employment events occurring throughout the county.

Commissioner Chu further discussed the need for the county to work with our local school districts, and the importance of setting up a program that would enable the county to partner with local schools. Legislator Anker suggested starting a program to invite school districts to take a tour of the One-Stop Employment Center.

➤ **Action Items:**

- Work with members of the Jobs Opportunity Board to provide input to the Department of Labor, Licensing, and Consumer Affairs regarding website revisions.
- Work with the Department of Labor, Licensing, and Consumer Affairs to set up a countywide job fair.
- Initiate a school-tour program with school districts and the Department of Labor, Licensing, and Consumer Affairs.

Closing Remarks

Legislator Sarah Anker

Legislator Sarah Anker closed the meeting by thanking all of the members for the commitment and service on the Jobs Opportunity Board. Legislator Anker stressed her dedication to this issue, and advised the members that she would be in touch regarding any future information and events to help promote the connection with businesses, educational institutions, and students.

Adjournment

Approved By 
Legislator Sarah S. Anker, Chairwoman
Suffolk County Legislator
Sixth Legislative District

Date: September 18, 2014