

L.E.A.P. Surveys: Customer satisfaction, programs and services surveys will be uploaded to the Board Portal for your review.

CFS Board Committee: held Nov 18

Vacancy: Employment Counselor/Workshop Facilitator

One staff out on extended medical leave

Employment & Training Program

YOUTH

TASC: 7 (3 youth continuing from last year)

Working: 6 in-school

GED test: 3 set to take in December

Adult

Adult/ Dislocated Worker Numbers

54	Total Adults served
6	Total Dislocated Worker served
15	Individual services
54	Basic Services
6	# of applicants requesting WIOA Adult/ DLW funds this month
3	# of training applicants approved
3	# in application process- needing information or completed forms
0	# denied- reason:
14	# of on-going (training not completed)
2	# completed training
2	# received certification this month
103	# of Potential Exiter letters sent out this month re: reemployment services

WIOA Funds: 5 (2-CDL, 2-Welding, 1-Machine Tool)

SSI/SSD: 19-pending cases; **8**-active this month; **3**-SSI denials

Employment Workshops: 4-Basic Services; **7**: Individual Service; **14** Employment Workshops;
4-referrals to other resources needed

Virtual Workshops: 30

Greater Capital Region Career Centers Virtual Workshops: 41 attendees

Metrix/Skill Up: 15 new accounts; 43 contacted to see if they needed any assistance from our Career Center. *Metrix learning is eLearning training for WIOA customers (unemployed, under-employed & dislocated worker) that require new skills, enhanced skills and certification training programs to prepare them for new employment opportunities*

Fee-for-Service Programs

Clean & Tune program: 0 -this month, more pending (our handyman has been very ill); 7 total *(Clean & Tune assists Home Energy Assistance Program (HEAP) eligible homeowners with the cost of cleaning primary heating equipment (chimney cleaning, minor repairs, installation of carbon monoxide detectors or programmable thermostats)*

CSBG/CARES Grants/Services

**Income-eligibility will revert back to 125% on December 4, 2021

Emergency Services

Donation from Hannaford: "Learning, Employment, Assistance, Partnership (LEAP) Food Pantry & Community Garden has been selected by local Hannaford store leadership as the benefiting non-profit in the Fight Hunger Bag Program!

For the month of January 2022, Learning, Employment, Assistance, Partnership (LEAP) Food Pantry & Community Garden will receive a \$1 donation from each purchase of the \$2.50 reusable Fight Hunger Bag at the Hannaford store located at 3758 Burgoyne Avenue, Hudson Falls NY."

Food Pantry: 149 persons served 80-adults, 66-children. 3-elderly); 49-households; 5-new households; 11-deliveries

LEAP served: 139 individuals @ 75%-125% poverty level; 23-individuals @ 126%-175% poverty level; 0-individuals @ 176%-200% poverty level; -1-household over-income +200% poverty level); 11-households income unknown

33-households received receiving CARES products; 10-deliveries

21- Food deliveries

DSS: 6-adults; 6-children, 4-deliveries

Head Start: 3 households; 5-adults, 8-children, 3-deliveries

Market 32: -1553 lbs. donated; (499 lbs. unsalvageable

Other Donations: Comfort Foods: \$ 1378 value; AHI: 15 coats

Coat Distribution: 26

Volunteers: 0

Emergency Services:

Gas cards: 0

Assistance ----4 applications: (3--approved, 1--pending, 0--denied)

Transportation Services

Transportation	
Units of Service	94
Clients	23
New Clients	5
Unduplicated Count	52
Total miles	2264
Unduplicated Medical Clients	48
Unduplicated Non- Medical Clients	3

ADRC- OFA Transportation	
Units of Service	94
Client Total	17
New Clients	5
YTD Unduplicated	52
Total Miles	1490
Income Below 150%	
CSBG Transportation	
Units of Service	0
Client Total	5
New Clients	0
YTD Unduplicated	5
Total Miles	0
Volunteer Hours	
Volunteer Driver Hours	12

End of Summary Director's Report

The pages that follow contain additional detail for all programs - Employment & Training, Transportation and Emergency Assistance

Employment and Training Report for: LEAP

Date: **Month of November 2021**



SSI/SSD

0	SSI/SSDI Referrals
0	SSI Approvals
3	SSI Denials
8	SSI Active Cases this month
19	SSI Pending Cases

Adult

4	Referrals to other programs/agencies
4	Basic Services
7	Intensive Services
14	Employment Workshop (non GCRCC workshops)

Workshops are one on one:

Jessica Clauder (Goal Setting, Job Application, Resume Critique, Interview dos and don'ts)
Tammy Wilson (Resume Critique)
William McDougal (Job Application, Interview do's and don'ts)
Joanne Reyes (Resume Critique, Resume Building, Online Job Application for non-immigrant)
Candice Adams (Job Application)
David Drew (Job Application, Resume Building)
Sandy Reynolds (Resume Critique)

Metrix

3	Number of new Metrix accounts
43	Number of Metrix users contacted

Outcomes: Record Client Name and outcome- one line per contact- specifically ask- Are you working? Why not? And how can we help you find a job?
(If the answer is COVID, probe for more information.)

Rebecca Mulhall - Employed
Rebecca Bartlett – Employed
Mindy Dudley - Employed
Stacey Barcomb - Employed
Stephanie Raney - Employed
Gina Cantanucci-Mitchell Employed
Catherine McMurry - Employed
Barbara Skiff - Employed
Karen Miles – Employed
Bridget Beecher - Employed
Michelle Patch - Employed
Tracy Hudson - Employed
Jason Ward - Employed
Rebecca Eddy – Employed
Stacy LaChapelle - Employed

Jeannine Bickford – Employed
Jodie Smith – Employed
Suzanne Cody - Employed
Michele Smith – Employed
Judy Taylor – Employed
Kelly Brown – Employed
Jodie Clouse – Employed
Lisa Williamson – Employed
Jennifer Stimpson – Employed
Brittney LaBrum – Employed
Justine Morelli – Employed
Rachelle Perry – Employed
Kimberly Kirby – Employed
Amy Varney – Employed
Kathleen Wilson – Employed

Meagan Ward – Employed
Marylynn Eddy – Employed
Matthew Pendoor – Employed
Cory Bopp - Employed
Paula Reid – Employed
Elizabeth Casella – Employed
Rebecca Palmer – Employed
Amanda Lotz – Employed
Karen Baker – Employed
Gracie Lynn Besse – Employed
Will Lennon _ Employed
Daniel Brown - Employed
Dennison Beers - Employed

Other E&T Data:

We have **27** virtual attendees this month for the 2 employment workshops that LEAP volunteered to host. Employment Workshops: Goal Setting Workshop (7 attendees) and Job Application Workshop (20 attendees). The GCRCC reported that the attendance for all employment workshops this month has been low. However, we continuously receive numerous positive reviews for both workshops.

Success Stories:

- ☐ Successfully taught my Adult Training clients how to electronically fill out and send back the required forms. I am also working on converting the other required forms to fillable files for clients. This is a big help for people with a transportation barrier and while we are working remotely.
- ☐ A client that I assisted with resume building and online job application reported that he was called in for a job interview next week.
- ☐ Currently helping a Welding student/client to start building his resume while he finishes his courses and Welding certifications.

Washington County Career Center

PY18 Job Seeker Training Services: Services Delivered* by Training Type

11/30/2021

Title 1: Youth, Adult, DW

Job Seeker Training Services by Category	Youth	Adult	D.W.	Total	**Cost per person	**Total Cost
Employment Training (Non-Workshop):						
Job Specific Skills						
Commercial Driver's License= A		1	1	2	\$2,950.00	\$5,900.00
Flux Cored Arc Welding Course and Certification Exam		1	0	1	\$950.00	\$950.00
Flux Cored Arc Welding 4 Course and Certification Exam		1	0	1	\$950.00	\$950.00
Adult Machine Tool Technology		1	0	1	\$4,100.00	\$4,100.00
					\$0.00	\$0.00
Category Total	0	4	1	5	\$8,950.00	\$11,900.00
Job Application Readiness (Pre-Employment Skills; Workshops)						
Goal Setting		1	0	1	\$32.18	\$32.18
Resume Building		2	0	2	\$32.18	\$64.36
Resume Critique		4	0	4	\$32.18	\$128.72
Cover Letter and the Art of Follow Up		0	0	0	\$32.18	\$0.00
Effective Job Search & Job Leads		0	0	0	\$32.18	\$0.00
Job Interview Do's and Don'ts / Mock Interview		2	0	2	\$32.18	\$64.36
Elevator Pitch		0	0	0	\$32.18	\$0.00
Job Fair Success		0	0	0	\$32.18	\$0.00
Metrix Orientation		0	0	0	\$32.18	\$0.00
Job Zone / Career Zone		0	0	0	\$32.18	\$0.00
Email Set up and Basic Computer Navigation		0	0	0	\$32.18	\$0.00
Online Job Application		4	0	4	\$32.18	\$128.72
Online Job Application- non ESL client-- New Workshop		1	0	1	\$32.18	\$32.18
Online Ted Talks		0	0	0	\$32.18	\$0.00
Virtual Goal Setting with GCR		7	0	7	\$32.18	\$225.26
Virtual Job Application with GCR		20	0	20	\$32.18	\$643.60
Metrix User Workshop/ Orientation		0	0	0	\$32.18	\$0.00
Career One Stop User Workshop		0	0	0	\$32.18	\$0.00
Category Total	0	41	0	41	\$32.18	\$1,319.38
Workshop Training- Unduplicated Numbers						
Workshop Participants		3			\$32.18	\$96.54
Virtual Workshop Participants		27			\$32.18	\$868.86
Category Total	0	30	0	0	\$32.18	\$965.40
General Education Training (i.e., TASC)						
Adult BOCES Class		0		0	\$65.00	\$0.00
Youth BOCES Class	7			7	\$2,092.86	\$14,650.00
Category Total	7	0	0	7	\$2,157.86	\$14,650.00
Work Experience (Understanding World of Work)						
WIOA Sept - September 1, 2021- June 30, 2022						
Nursing Home	0			0		
Classroom	0			0		
Maintenance	2			2		
Camp Counselor	1			1		
Greenhouse	0			0		
Landscaping	0			0		
Support Staff	0			0		
Food	0			0		
Retail	2			2		
Museum	1			1		
Entertainment	0			0		
Cleaner	0			0		
Category Total	6	0	0	6	\$0.00	\$0.00
eLearning						
Metrix Licenses Issued		3		0	\$40.00	\$120.00
Category Total	0	3	0	0	\$40.00	\$120.00
Work Experience Summer Youth Program						
TANF Sept - July 1, 2021- September 31, 2021						
Nursing Home	0			0		
Classroom	0			0		
Maintenance	0			0		
Camp Counselor	0			0		
Library	0			0		
Landscaping	0			0		
Barn	0			0		
Food	0			0		
Retail	0			0		
Museum	0			0		
Cleaner	0			0		
Totals for each column	0	0	0	0	\$0.00	\$0.00

* Defined as actual services delivered, rather than enrollment, i.e., excludes "no-shows".

**Staff time & other costs are to be factored into this cell when clear per person costs do not exist.

total contract amount, actual cost will be less

Adult Report for: November 2021

Adult and Dislocated Worker Services Report

Adult/ Dislocated Worker Numbers

54 Total Adults served
6 Total Dislocated Worker served
15 Individual services
54 Basic Services
6 # of applicants requesting WIOA Adult/ DLW funds this month
3 # of training applicants approved
3 # in application process- needing information or completed forms
0 # denied- reason: _____
14 # of on-going (training not completed)
2 # completed training
2 # received certification this month
103 # of Potential Exiter letters sent out this month re: reemployment services

Interested in training list

Amanda Havens- CDL-A- in process
Sam Stone- sent paperwork- awaiting response
Steve Breault- sent paperwork- awaiting response
Elizabeth McDonald- RN- in process
Edmund Randall- sent paperwork- awaiting response
Laurie Woodward- sent paperwork- awaiting response

Training list of clients

Jacklynn Carr- Phlebotomy
Joseph Wylie- CDL-B- Failed testing on 11/24/21
Tanisha Ringrose- Alternative Dental Assistant Program
John Gallup- CDL- A- has his permit and failed his first test, is retesting in Dec.
Evette Linendoll- LPN
Whitney Martelle- LPN
Corrine Barber- LPN
Richard Long- Paramedic Program
Ashley Roberts- LPN exam and Licensure- Testing for NCLEX on 12/1
Jenna Sorano- EKG Technician and Certification Exam
William Hoffer II- CDL-A
Michael Wheeler- CDL-A
Joseph Desorbe- Welding 3 and Welding 4 including Certification Exams
Nathan Benson- CDL-A

List Certifications received this month

Shannon Bass- Certified Medical Administrative Assistant with Medical Billing/ Coding
Risa Kurbanova-Swift- Sterile Processing Technician

Outcomes...i.e. employment

Brianna Trombley- Hired as LPN at Hudson Headwaters making \$25 an hour
Risa Kurbanova-Swift- Hired as a Sterile Processing Technician at Saratoga Hospital



Youth Report for: November

Date: December 2, 2021

Worksites for all Youth Programs

30 Number of Worksites 2 Number of New Worksites this Year
10 Number of Basic Services 13 Number of Intensive Services

In-School Youth (Ages 14-21)

6 Number of In-School Working Youth

Industry:

<u> </u> Nursing Home	<u> </u> Landscaping	<u>1</u> Museum
<u> </u> Classroom	<u> </u> Support Staff	<u> </u> Entertainment
<u>2</u> Maintenance	<u> </u> Food	<u> </u> Cleaner
<u>1</u> Camp Counselor	<u>2</u> Retail	<u> </u> Other <u> </u>

TASC/ Out-of-School Youth (Ages 14-24)

9/28/2021 Start Date of Classes 3 Number of Youth continuing in program
6/16/2022 End Date of Classes 7 Number of Youth in Class
0 Number of Youth Working 0 Number on Waiting List for TASC

Industry:

<u> </u> Nursing Home	<u> </u> Landscaping	<u> </u> Museum
<u> </u> Classroom	<u> </u> Support Staff	<u> </u> Entertainment
<u> </u> Maintenance	<u> </u> Food	<u> </u> Cleaner
<u> </u> Camp Counselor	<u> </u> Retail	<u> </u> Other <u> </u>

0 Number of TASC Youth testing this month 0 Total Number of Youth passed TASC

TANF- SYEP Youth (Ages 14-24)

7/1/2021 Start Date 0 Number of Youth Working
9/30/2021 End Date 12 Number on Waiting List

Industry:

<u> </u> Nursing Home	<u> </u> Landscaping	<u> </u> Museum
<u> </u> Classroom	<u> </u> Support Staff	<u> </u> Entertainment
<u> </u> Maintenance	<u> </u> Food	<u> </u> Cleaner
<u> </u> Camp Counselor	<u> </u> Retail	<u> </u> Other <u> </u>

OFA Programs

0 Number of Clean and Tunes for Month
7 Total Clean and Tunes for the year
0 Number of Cooling Program Installations for Month
8 Total Cooling Program Installations for the year

[illegible][illegible]

[illegible]

Market 32 Produce Tracker

Weight in Pounds			
	Produce Received	Produce Unusable	Usable Produce
April 26th	158	53	105
April 28th	55	14	41
April 30th	61	14	47
May 3rd	66	7	59
May 5th	148	73	75
May 7th	136	58	78
May 10th	93	35	58
May 11th	92		
May 14th	-	-	-
May 17th	114	61	53
May 19th	89	48	41
May 21st	-	-	-
May 24th	145	81	64
May 26th	79	10	69
May 28th	-	-	-
	Produce Received	Produce Unusable	Usable Produce
June 2nd	125	71	54
June 4th	130	66	64
June 7th	92	42	50
June 9th	-	-	-
June 11th	120	98	22
June 14th	103	35	68
June 16th	-	-	-
June 18th	60		
June 19th			
June 20th			
June 21st			
June 23rd	80	27	53
June 25th	-		-
June 26th			
June 27th			
June 28th	200	133	67
June 30th	-	-	-
	Produce Received	Produce Unusable	Usable Produce
July 5th	53	53	0
July 7th	-	-	-
July 9th	61	43	18
July 12th	-	-	-
July 14th			
July 16th			
July 19th			
July 21st			
July 23rd			
July 26th			
July 28th			
July 30th			
	Produce Received	Produce Unusable	Usable Produce

Monthly Produce Report

Weight in Pounds			
	Produce Received	Produce Unusable	Usable Produce
1-Sep	95	66	29
3-Sep	no p/u		
6-Sep	no p/u		0
8-Sep	218.5	115.5	103
10-Sep	NO P/U		0
13-Sep	no p/u		0
15-Sep	209	102.5	106.5
17-Sep	no p/u		0
20-Sep	no p/u		0
22-Sep	143	48.5	94.5
24-Sep	no p/u		0
27-Sep	no p/u		0
29-Sep	244.5	106	138.5
Monthly Total	910	438.5	471.5
6-Oct	166	56	110
13-Oct	115	60	55
18-Oct	156	90	66
20-Oct	0	0	0
25-Oct	94	45	49
27-Oct	180	50	130
Monthly Total	711	301	410
	Received	Unusable	Usable
1-Nov	288.5	220	68.5
3-Nov	193	70	123
8-Nov	0	0	0
9-Nov	0	0	0
15-Nov	0	0	0
17-Nov	207	139	68
22-Nov	95	70	25
29-Nov	0	0	0
			0
Monthly totals	783.5	499	284.5
			0
6-Dec			0
8-Dec			0
13-Dec			0
15-Dec			0
20-Dec			0
22-Dec			0
			0
			0
			0

October Deliveries 2021

S. Rock- 29 Maynard Street Hudson Falls NY 12839	3.2 Miles
V. Black- 12 Juckett Drive Hudson falls NY 12839	2.6 Miles
R. Bates- 73 John Street Hudson Falls NY 12839	1.2 Miles
Angel Kamburelis- 114 Higgins RD Granville NY 12832	32 Miles
M. Sargaent 124 Main Street Apt 2 Whitehall NY 12887	42 miles
T. Burdick-- 5 Browns Knoll LN Eagle bridge NY (DSS) L.E.A.P deliviered.	48 Miles
E. Carroll- 28 school street hudson falls ny 12839	2.4 Miles

Total Miles 131.8

November Deliveries 2021

11/3/21 Gover- 588 Lower Alen Street Hudson falls NY	0.6 Miles
11/5/21 Manney- 37 East Street Fort Edward NY 12828	2.6 Miles
11/08/21 Pecor- 163 Broad street Apt 3 Hudson falls NY 12828	2.6
11/09/21 Geddy 322 Indian head way Salem NY	30 Miles
11/10/21 Clark H. 20 Hunt Ave Lot 5 Husdon Fall Ny 12839	0.6
11/12/21 Rivera I- 64 Mcree St apt b Fort edward NY 12828	2.2
11/22/21- Mora- Kings Fox Way Hudson falls NY 12839	4.8
11/23/21 Reed- 54 John street Hudson falls NY 12839	1.2
11/24/21 Dutcher- 32 Derby street apt 1 Hudson Falls 12839	1.2
11/29/21 Ross- 64 McCrea st Apt 6 fort Edward NY	2.2

Total Miles 48

December Deliveries 2021

RETAIL PARTNER AGENCY- MONTHLY REPORTING DONATION FORM

REPORTS ARE DUE ON OR BEFORE THE LAST DAY OF EACH MONTH

MONTH/YEAR: November 2021

Donor Name: Price Chopper - Fort Edward #249

Donor # 2974

Agency Name: RPA L. E. A. P.

Agency # RPA1341

INV #	3100W	188W	1W	2W	183W	142W	111W	110W	189W	GRAND TOTAL
Pick-Up Date	PRODUCE	FROZEN SEAFOOD	BREAD	BAKED GOODS	MEAT	DRY GROCERY	DAIRY	MISC. FROZEN	DELI	
1	288	0	25	36						
2										
3	193		54							
4										
5										
6										
7										
8	0		36	19				223		
9			28	18						
10										
11	No P/U	Holiday								
12										
13										
14										
15			14					96		
16										
17	207		26	28						
18										
19										
20										
21										
22	95		60					62		
23										
24	No P/U	Holiday								
25										
26										
27										
28										
29			35					10		
30										
31										
TOTAL:	783	0	278	101	0	0	0	391	0	1,553



**Regional
Food Bank**
OF NORTHEASTERN NEW YORK

Submitted Statistics

Agency Ref - Name: 1341F - L.E.A.P

Stat Date: 11/30/2021

Comment: amanda.homsey@leapservices.org
518-746-2391

Submitted by Agency via Primarius Web Window at 12/2/2021 8:18 AM

Category	Quantity	Comment
1. Children (ages Infant-17)	66	
2. Adults (ages 18-64)	80	
3. Elderly (ages 65+)	3	
4. Households Served (Food Pantries Only)	49	