



KATHY HOCHUL
Governor

MICHAEL N. VOLFORTE
Director

MEMORANDUM

February 16, 2024

TO: Training Directors

FROM: Trent Graham
Director of Workforce and Organizational Development

SUBJECT: 2024 Empire KnowledgeBank

The Office of Employee Relations (OER) is pleased to be coordinating an aggregate purchase for agencies interested in acquiring Empire KnowledgeBank (EKB) licenses from Enterprise Training Solutions, Inc. (ETS) These licenses will be for New York State (NYS) fiscal year 2024-2025. The benefit of an aggregate purchase is the ability to leverage NYS's buying power to secure licenses at a discounted price.

EKB licenses provide thousands of eLearning courses, eBooks, and short course videos for professional development, certification preparation, and continuing education. These resources can be accessed anytime and anywhere with a computer and internet connection.

End User Software/Productivity and Information Technology (Skillsoft)

Conveniently build professional and personal skills across a wide range of subjects including information technology/cybersecurity, Microsoft Office, management/leadership, communication, project management, and much more. Learners choose from courses, videos, and eBooks to build skills, prepare to pass certification exams, and earn Continuing Education Units.

This collection is available through this aggregate purchase at \$49.90 per license.

Please visit the [ETS site](#) to access the course catalog. You may also email info@enterprisetraining.com for more information regarding the EKB courses.

Agencies interested in purchasing EKB licenses should complete the attached Commitment of Funding form and return it to wodu@oer.ny.gov as soon as possible but no later than April 1, 2024. This information will be shared with ETS who will invoice agencies directly.

Information regarding procurement is contained on the Commitment of Funding form.
All licenses will be valid for one year beginning April 15, 2024.

If you have any questions, please email wodu@oer.ny.gov. Thank you for your interest in this program.

TG/jb

Attachment: Commitment of Funding form