

**ST. LAWRENCE COUNTY WORKFORCE INVESTMENT BOARD
MINUTES OF MARCH 19, 2008 MEETING**

CALL TO ORDER: Chairman Michael Noble called to order the regular meeting of the St. Lawrence County Workforce Investment Board at 6:54 pm at the Lobster House in Norwood.

Members Present: Doug Beachard, Sue Caswell, Jack Backus, Bruce Green, Don Hooper, Linda Manchester, Mike Noble, Dale Rice, Mark Webster, Kathy Daniels, Richard Orton, Ron McDougall

Members Absent: Karen St. Hilaire, Daphne Pickert, Steve Novacich, Joe Kennedy, Rich Daddario, Tracy Charleson, Lisa McCarty, Ryan Schermerhorn

Others Present: From the Office of Economic Development: Patrick Kelly, Kimberly Gilbert, Suzan Denny, Steve House, Jim Connor, Leigh Rodriquez

CHAIRMAN'S COMMENTS: Mr. Noble introduced Leigh Rodriquez as the new Business Services Coordinator for the Office of Economic Development and Suzan Denny, Secretary I, from the Office of Economic Development.

Mr. Noble reported on his attendance at the National Association of Workforce Boards meeting in February in Washington, DC.

PUBLIC COMMENT: None

MINUTES: Ms. Manchester motion, seconded by Richard Orton to accept the minutes of the December 12, 2007 meeting. Minutes unanimously accepted.

COMMITTEE REPORTS:

Executive: WIB Chairman Mike Noble reported on the Executive Committee meeting held March 7th, noting items of discussion included the status of WIB membership, tabling of the Youth Policy and Procedures document and that the Youth Council brought it back for discussion to present before the WIB.

Youth: Committee Chairman Bruce Green reported that the Certified Nurse Aide program is currently running and the Welding and Community Brigade programs are advertising for interested out-of-school youth. He also reported that the Youth Policy and Procedures document had been approved at the Youth Council meeting on March 13th and moved to the WIB.

Resolution: Establishing Policy and Procedures Guidelines for Summer Youth Employment & Training Opportunities: Motion by Mr. Orton, second by Mr. McDougall. Resolution passes unanimously.

Marketing/Board Development: The newly appointed Committee Chairman Dale Rice reported that the meetings were now being held by conference call. He briefly reported on the business background of new WIB member, Eric Matott. He briefly reported that \$10,000 of the GM Grant funds had been requested and approved by the State to be used for advertising to non-GM workers, who are affected by the GM shutdown; \$2,200 of general marketing funds has been allocated for advertising to youth for CNA, welding classes, and Community Brigade; State is going to send marketing materials such as brochures, pens, post-its, etc.; and a tracking section has been added to the One-Stop sign-in sheet.

AdHoc: One-Stop: Newly appointed Committee Chairman Doug Beachard reported that the necessary individuals have agreed to sign the MOU, but have not yet done so. The process will be expedited as the current MOU expires at the end of June.

CONSENT AGENDA: Motion by Mr. Orton, second by Mr. Beachard. Resolution passes unanimously.

- Approving Training Providers

OLD BUSINESS: None

NEW BUSINESS:

Resolution: Modifying the Workforce Investment Act Budget for St. Lawrence County Office of Economic Development Employment and Training Unit: General Motors: Motion by Mr. Beachard, second by Mr. Rice. Ms. Gilbert explains that the resolution matches expenditures with client activities. No questions or comments. Resolution passes unanimously.

Resolution: Modifying the Workforce Investment Act Budget for St. Lawrence County Office of Economic Development Employment and Training Unit Transfer of Funds: Adult/Dislocated Worker Motion by Mr. Orton, second by Ms. Caswell. Ms. Gilbert explains that the resolution authorizes moving funds to an area of program need. No questions or comments. Resolution passes unanimously.

Resolution: Authorizing Approval of Local Plan Modification: Motion by Mr. Green, second by Ms. Caswell. Mr. House explained why the State requested the modification to the current 3-Year Plan. After a short discussion, the resolution passes unanimously with the following change: in Section 3: Youth wherever it says Workforce Investment Board it will be changed to read Workforce Investment Board/Youth Council.

WIA Common Measures Summary PY07, Qtr 2: Mr. Kelly reported that we are meeting all but one standard, the Average Earnings Performance Standard. This standard is very difficult to achieve and will become increasingly difficult with the loss of high wage jobs at GM and Gouverneur Talc. Statewide LWIA's are struggling to meet this standard. Mr. Backus made a suggestion to be proactive and publish a press release stating that we are meeting an overwhelming number of our standards.

STAFF REPORT:

The following was reported:

- Mr. Kelly explained that there have been drastic funding cuts over the past several years and we now are trying to provide the same or more services to the public with less than half the funds that we had eight years ago. He also reported that we're trying to bring in additional funding through grants such as the GM Grant in an effort to continue to provide services.
- Mr. House reported on the status of the GM shutdown and the layoffs at Gouverneur Talc. A grant application has been sent to the State to request funds to provide services to those laid off employees from Gouverneur Talc. Ms. Manchester reported that there will be a job fair on May 1st at GM. So far 60 employers have been identified and will be invited to attend.
- Mr. Kelly gave a presentation on the 2008 Marketing and Promotional Plan for Economic Development, IDA and WIB.

EXECUTIVE SESSION: None

ADJOURNMENT: There being no further business, and upon a motion by Mr. Orton and second by Mr. Beachard, the meeting adjourned at 8:07 PM.