

CALL TO ORDER: Vice Chairman Don Hooper called to order the Annual Meeting of the St. Lawrence County Workforce Investment Board at 6:42 pm on Wednesday September 12, 2007 at the GranView Restaurant, Ogdensburg.

Members Present: Jack Backus, Doug Beachard, Sue Caswell, Rich Daddario, Kathy Daniels, Bruce Green, Don Hooper, Joe Kennedy, Linda Manchester, Ron McDougall, Mike Noble, Steve Novacich, Richard Orton, Walt Paul, Daphne Pickert, Dale Rice, Ryan Schermerhorn, Mark Webster,

Members Absent: Tracy Charleson, Lisa McCarty

Others Present: From the Office of Economic Development: Jim Connor, Ray Fountain, Kimberly Gilbert, Natalie Haggart, Jean Hantz, Steve House, Patrick Kelly; Todd Doherty of NYSDOL; Sara Sanderson and Kylie Buker of ATTAIN, Karen St. Hilaire of St. Lawrence County.

He introduced new member Kathy Daniels (Newton Falls Fine Paper Co.), along with Fiscal Manager Kimberly Gilbert and County Administrator Karen St. Hilaire.

Mr. Hooper noted that the Chairman's seat was vacant due to Mr. Catanzarite's resignation from the WIB. No parties expressed interest in the Chairmanship. Mr. Hooper indicated he would agree to serve out the remaining portion of Mr. Catanzarite's term. Mr. Daddario of the Nominating Committee indicated he was unprepared to discuss the issue at this time. Mr. Orton moves to table the discussion, second by Mr. McDougall. Motion accepted by unanimous vote.

Mr. Daddario excuses himself at 6:50 pm to attend another engagement.

Mr. Kelly provided a brief update on the status of the Comprehensive Economic Development Strategy (CEDs), noting the committee (Chaired by Mr. Daddario and consisting of WIB members and other individuals appointed over time) had met and has a draft document. The Committee's intent is to solicit input from stakeholders. The document is just about at the "conversation starter" point. Mr. Fountain notes the subcommittee consists of economic development entities within the County, chambers, interested citizens and WIB board members. The draft proposal will be brought before the WIB at some point and then moved to the Board of Legislators. The Legislators can accept the document or return it with further suggestions. Once the document becomes official it is forwarded to the Feds. A final product is a long way down the road. It should be an ever-changing document, reflective of the needs of the communities. Current discussions include determining the best way to solicit input from the County towns, villages, etc.

PUBLIC COMMENT: Ms. Haggart introduces Sara Sanderson and Kylie Buker of the ATTAIN (Advanced Technology Training and Information Networking) project. The two presenters note this is a relatively new initiative to assist in workforce development. A brochure and course list is made available to the WIB membership (attached). The ATTAIN lab in St.

Lawrence County is housed at the Ogdensburg Boys & Girls Club. The Jefferson County ATTAIN lab is located at Flower Memorial Library. ATTAIN's mission is to help people become employable, self sufficient, and get into the workforce.

Mr. Hooper asks the membership for their preference for a speaker at the next meeting, suggesting either DANC or Empire State Development (ESD) . It was the consensus of the Board that they would prefer a speaker from ESD.

MINUTES: Mr. Noble motions, seconded by Ms. Pickert to accept the minutes of the June 20, 2007 meeting. Minutes unanimously accepted.

CHAIRPERSON'S REPORT: Mr. Hooper reiterates that he would accept the Chairmanship to serve the remainder of Mr. Catanzarite's term. He asks the WIB's Business membership to consider the Vice-Chairmanship (and ultimately the Chairmanship) of the Board. He notes that there are some well-qualified people among the Business membership, adding it is not a difficult job. He will not beg anyone to take the position, but noted its time for the Business membership of this Board to think about it. He added that it is a very rewarding job. Anyone interested should contact any of the officers (Hooper, McDougall, Daddario) or Mr. Fountain.

COMMITTEE REPORTS:

Executive: Mr. Hooper reports on the Executive Committee meeting held August 10, noting items of discussion included the Chairmanship of the Board, the GM plan of service and budgetary resolutions.

Mr. McDougall noted that someone should seriously think about the Vice-Chairmanship and a decision should be made at the next meeting. As the Chairman can only be from the Business membership of the WIB, someone from that sector should consider the Vice-Chairmanship and eventually become Chairman.

Youth: Youth Council Chairman Bruce Green reports that no meeting has been held since the WIB's last meeting in June. He noted that staff put on another seemingly successful program. The program, which ran from 7/9 to 8/17 served youth ages 14 to 21 for 30-hour work weeks at minimum wage.

Jim Connor reported on the remediation program, noting that 30 (out-of-school, basic skills deficient) youth were remediated with post-remediation scores indicating increases in both math and reading skills grade levels.

Mr. Fountain reported that the Summer Youth (SY) program received requests from 116 agencies/sites for 348 positions. Of the 615 applications received, 220 youth were enrolled into the program. Of those enrolled, 19 were slotted to the YCC program and 44 were slotted to the VESID program. He added that it becomes more difficult each year to figure out how to stretch funds. Decisions on how to stretch the dollars become more stressful to staff and the Youth Council.

Mr. Novacich noted one of the difficulties is that the actual funding levels are made available until the last minute. He suggested that the Youth Council keep an eye on the situation and try to stay ahead of it, if possible.

Dr. Kennedy noted that it is his conviction that this program helps to keep kids off the street and out of the criminal justice system. He has noted a corresponding increase in youth criminal activity as funding for these types of programs has decreased.

Mr. Paul suggested that the funding levels will not increase and wonders if there are summer jobs available for 16 and 17 year old kids. If they are available, we should look at trying to place these youth into private business situations. Ms. St. Hilaire noted that some of the agencies requesting positions through the program may be willing to pay a portion of the youth's salary and suggests looking at situations where the funds can be augmented.

Mr. Fountain noted the Summer Youth Program has always been a popular one. Originally the funds for the Summer Youth program were separate from the regular youth programming funds. When funding levels began decreasing, the Feds combined the two funding streams and placed the burden of determining program size and budget on the local WIBs. He also commented on the budgeting difficulties faced when the Fiscal Year starts July 1 and the SY program starts shortly after. Another suggestion for stretching funds that had been discussed during this last SY program was to solicit donations for the program from area businesses/vendors.

Marketing/Board Development: Mr. Kelly noted that Committee meetings centered around discussions on the upcoming promotions for the year. He noted that focus had been placed on the DPN (Disability Program Navigator) program, outreach to Out of School youth, Newton Falls, and general advertisements for the One-Stop Career Center. Many of the advertisements were combined with the IDA...an attempt to save money and combine resources. Upcoming advertisements will target job seekers. Employers were will targeted in the Spring.

AdHoc: One-Stop: Committee Chairman Noble noted that the committee found it difficult to schedule meetings during the Summer months. He noted the Committee has completed the services portion of the MOU and is now working on the Cost Allocation Plan portion. He expects that the project should be completed shortly.

CONSENT AGENDA: Motion by Ms. Pickert, second by Ms. Caswell. Mr. Fountain provides a brief explanation of the two budget items on the consent agenda. Mr. House provided an overview of the services (current and future) for the GM (and associated) employees. Currently, one E&T Counselor is stationed at the Plant. One E&T Counselor has been hired under the planning grant funding. A second Counselor will be starting within a couple of weeks. Mr. House noted that the newly-hired counselor will assist in the Canton office where they can receive direct training. GM is projecting a minor layoff 9/24 and Mr. House anticipates providing rapid response services to them (with partner assistance). The current Counselor on site is providing core services and the need for services will grow once employees are laid off. Positive feedback from the union has been received. Ms. Manchester will be providing a DOL staff person to increase presence at GM. Consent agenda items (see below) approved unanimously.

- Establishing PY07 Budget (Supplemental DW allocation)
- Establishing PY07 Budget (GM Planning Grant)

Roundtable introductions.

OLD BUSINESS: None

NEW BUSINESS:

STAFF REPORT:

Mr. Fountain reported on the following:

- Functional Alignment Review: Functional alignment is a state initiative to align One-Stop and Wagner-Peyser and avoid duplication of services. Staff are moving forward with the items recommended during the review. Mr. Fountain notes he is in Albany next week, the first meeting with Margaret Moree's replacement.
- Financial Management Review: Ms. Gilbert notes that all prior findings had been resolved and two current findings are being addressed, describing the audit as "smooth."
- WIA Quarterly Report: Mr. Fountain reported that all performance standards have been exceeded by 80% or more. This PY report is the first one which combines the performance of one-stop partners. The area will most likely be eligible for incentive funding for exceeding the standards.
- GM Redevelopment Task Force: Meetings are held the 2nd and 4th Thursday of each month at 1:30 PM to discuss activities in Massena and the region. It has been well-attended by local government, education, private business, etc.
- Newton Falls – 90+ employed to date with targeted goal of 97. The company ran paper for the first time a week ago yesterday and shipped for the first time today to RIT.
- GM Plan of Service – The service plan was reviewed by the state and returned with a request for additional information. Said information has been provided to the State and we now await their decision/funding level.
- Alcoa – A recent meeting between Alcoa and NYPA/ESD officials was described as positive. NYPA and ESD are reviewing Alcoa's plans for the plant.

EXECUTIVE SESSION: None

ADJOURNMENT: There being no further business, and upon a motion by Mr. McDougall and second by Mr. Orton, the meeting adjourned at 7:55 PM