

ST. LAWRENCE COUNTY

WORKFORCE INVESTMENT BOARD

WWW.SLCONESTOP.COM

ST. LAWRENCE COUNTY

WORKFORCE INVESTMENT BOARD

MINUTES OF SEPTEMBER 14, 2006 MEETING

CALL TO ORDER: Chairman Donald Hooper called the meeting to order at 6:40 PM at the Best Western, Canton.

Members Present: Jack Backus, Doug Beachard, Paul Catanzarite, Tracy Charleson, Don Hooper, Joe Kennedy, Ron McDougall, Mike Noble, Steve Novacich, Richard Orton, Walt Paul, Daphne Pickert, Ryan Schermerhorn, Tim Weaver, Mark Webster,

Members Absent: Don Brining, Sue Caswell, Rich Daddario, Bruce Green, Linda Manchester, Dale Rice, Scott Wright

Others Present: Raymond H. Fountain, Jr., Natalie Haggart, Steve House, Jean Hantz, Ed Short and Patrick Kelly of the Office of Economic Development

MINUTES: Moved by Mr. Webster and seconded by Dr. Kennedy, the minutes of the June 14, 2006 meeting were approved unanimously.

CHAIRPERSON'S REPORT:

- Chairman noted revised agenda had been distributed

COMMITTEE REPORTS:

- Executive Committee: Committee met July 12 and September 7. Committee, acting on behalf of the WIB and pursuant to its bylaws, approved the resolution extending youth contracts.
- Youth Committee: Mr. Paul reported on recent Youth Council elections: Bruce Green (Chairman), Ed Gauthier (Vice Chair) and expressed the appreciation of former Chairman Pam Dority's hard work and dedication. Youth Council reviewed year round training contracts for youth providers.
- Ad Hoc – Health Care: Committee Chairman Jack Backus provided an overview of the results of the Nurse Aide program for youth: Of the 14 who entered the program, 13 completed the weeklong workshop and 10 eventually moved into the Certified Nurse Aide program. Of the 10, 9 completed the course and went on to become Certified Nurse Aides. Eight are currently seeking employment and one is pursuing higher education prerequisite courses for a career in the medical field. Ms. Hantz notes that all will receive follow up counseling and tracking as part of the program.
- Ad Hoc – Nominating Committee: Mr. Backus also reported that he, Sue Caswell and Rich Daddario, having been appointed to the Nominating Committee, met to discuss the slate of officer appointments. Election of officers will occur toward the end of the meeting.
- Marketing and Board Development: Committee Chairman Doug Beachard reported on the Committee's recent meeting. Mr. Kelly announced the first Board and Staff marketing effort was scheduled for September 28th with St. Lawrence NYSARC. Mr. Beachard noted it was imperative for members to get involved if this marketing effort was going to succeed. Board members interested in helping with the presentation should contact Doug or Patrick Kelly. Mr. Beachard reported that the Committee plans an ad campaign some time in October.

CONSENT AGENDA:

- Resolution “Extending Contracts for Year Round Youth Service Providers” Moved by Mr. McDougall and seconded by Mr. Noble. The resolution passes with 14 “Ayes” and with Mr. Paul’s abstention.

OLD BUSINESS:

- Resolution “Amending and Restating Policy No. 3: Determination of Individual Training Accounts under WIA” Moved by Mr. Novacich and seconded by Mr. Catanzarite. Ms. Hantz provides a brief overview of individual training accounts and reviews the WIB’s current policy. She notes this will bring the current policy in line with actual practice. A brief discussion ensues regarding tuition funding levels and participants served. The resolution passes unanimously.
- Resolution “Amending and Restating Policy No. 15: On-The-Job Training Guidelines” Moved by Mr. McDougall and seconded by Mr. Catanzarite. Ms. Hantz provides a brief overview of the OJTs and the WIB’s current policy. Attendees are provided with a copy of the policy and its highlighted changes. The new policy increases the hourly amount for which OJT contracts can be written from 25% to 35% over the higher of the NYS or Federal minimum wage standards, noting this allows employees a better opportunity to reach self-sufficiency. The wage equates to \$9.11 per hour (based on current minimum wage). OJT contracts can be written for rates lower than this, as long as there are significant barriers to employment. Ms. Charleson notes that she may not be able to support this resolution as it could eliminate a number of potential small businesses, especially in a depressed area like St. Lawrence County. These businesses may not be able to pay the wages required by the OJT program. Ms. Pickert agrees with Ms. Charleson, adding similar circumstances for human service providers. Mr. House notes that there are other, similar programs (e.g. TANF) available that can assist an employer without the wage requirement. Mr. Fountain notes that, because of continually diminished resources, we need to make choices about the types of jobs we help fund. Self sufficiency is an issue. Mr. Catanzarite notes that the wage is not much lower than the average wage cited in the One-Stop report card. Resolution passes unanimously.
- Resolution “Modifying WIA Budget” Moved by Mr. Beachard and seconded by Mr. Noble. Mr. Short explained that a portion of excess Incentive Grant funds are being moved to assist in funding LPN program customers. No questions or comments. Passes unanimously.

NEW BUSINESS:

- Resolution “Adopting Customized Training Guidelines”: Offered by Dr. Kennedy, second by Mr. Weaver. Ms. Hantz explains Customized Training and notes that this resolution formalizes the process into policy. Previously issued guidelines of NYS were thought to be adequate; however since that time staff have been advised that the local area needs a formal policy. Passes unanimously.
- Resolution “Authorizing Waiver to Customized Training Guidelines”: Moved by Dr. Kennedy, second by Mr. Webster. Ms. Hantz explains that current Customized Training policy requires the trainees to be below self-sufficiency. A waiver recently offered by the State has advised that not all of the trainees need to be under self-sufficiency. This ultimately opens up an opportunity to assist United Helpers in training which will assist their staff in caring for patients with Alzheimer’s Disease and Dementia. The cost to the WIB will be

\$20,000 (to be matched by United Helpers). This immediately will assist patients, will ultimately make the employees more marketable and will allow the nursing home to eventually negotiate higher rate (which will eventually lead to more jobs available and possibly higher wages). In response to a question from Mr. Novacich, Ms. Hantz advises that the training is compulsory. Resolution passes unanimously.

- Resolution “Accepting State-Negotiated Performance Standards” Offered by Mr. Orton and seconded by Mr. Noble. Mr. Fountain notes that part of the functional alignment process is a common performance measurement system. Historically, local areas have been able to negotiate the individual performance measures the State set for them; however local areas complained that the negotiations were one-sided and that local areas always had the “burden of proof.” Now that the performance of all one-stop partners will be included/reflected in these measures, it is difficult to predict if the performance measures set for us by the state will be attainable. If a local area requests that the measures be opened up for re-negotiation, all measures could be renegotiated (whether or not the local area agrees to it). Therefore, Mr. Fountain is asking that the WIB accept the standards set for us by the State, without further negotiation, and see what happens. Resolution passes unanimously.

STAFF REPORT:

- Monitoring Reviews: Mr. Fountain reviews 5 separate monitoring reports from NYSDOL. He notes that one review had a finding re: data element validation and this finding was being addressed by staff.
- WIB Membership: Mr. Fountain notes that the Executive Committee reviewed those business persons who, at the June Workforce Summit, indicated a desire to serve on the WIB.
- Summit: Mr. Fountain noted that a “draft” report of the Summit is forthcoming.

ELECTION OF OFFICERS:

Mr. Backus offers the following slate of officers for election to the WIB: Paul Catanzarite (Chairman); Donald Hooper (Vice Chairman); Ron McDougall (Secretary); Rich Daddario (Treasurer). Mr. Beachard seconds. The officers are elected by unanimous voice vote.

Mr. Fountain thanks Mr. Hooper for his service as Chairman and notes he and staff have enjoyed working with him. Mr. Hooper thanks staff and fellow members for their assistance. Mr. Catanzarite thanks the Board for their vote of confidence in his ability to lead the WIB over the next two years.

EXECUTIVE SESSION: None

ADJOURNMENT: There being no further business and on motion of Mr. McDougall, the meeting adjourned at 7:50 PM.

Ron McDougall, Secretary