

**WORKFORCE INVESTMENT BOARD
MINUTES OF OCTOBER 22, 2003 MEETING**

A meeting of the Workforce Investment Board was called to order by Chairman Donald Hooper at 8:17 AM, Wednesday, October 22, 2003, at the Clearview Restaurant in Gouverneur, New York.

Members Present: Jack Backus, Doug Beachard, Sue Caswell, Richard Daddario, Bruce Green, Don Hooper, Joseph Kennedy, Linda Manchester, Ron McDougall, Steve Novacich, Tim Weaver

Members Absent: Genevieve Baxter, Lynn Blevins, John Bogosian, Donald Brining, Kristy Langtry, Joanne Novak, Walt Paul, Linda Randi, Mike St. Thomas, Ryan Schermerhorn

Others Present: Raymond H. Fountain, Jr., Natalie Haggart, Steve House, Patrick Kelly, John Manson, Ed Short and David Williams of the Office of Economic Development

MINUTES

Moved by Mr. McDougall and seconded by Ms. Caswell, the minutes of the September 18, 2003 meeting were approved.

CHAIRPERSON'S REPORT

Mr. Hooper reported that Ms. Manchester would be giving a report later in the meeting on NYSDOL's 2003/2004 Goals and Priorities. Mr. Hooper also recognized Dr. Kennedy's ten years of service to SUNY Canton. Mr. Hooper also noted that he would be revising the order of today's agenda.

COMMITTEE REPORTS

Marketing and Quality Assurance: This Committee did not meet and, therefore, had no report.

Youth Committee: This Committee met September 4th and has resolutions to be presented to the Board.

Services Committee: This Committee did not meet, and therefore, had no report.

Executive Committee: Mr. Hooper noted that the Executive Committee met on October 15th and reviewed the items submitted for WIB action today.

OLD BUSINESS

Report of Nominating Committee and Election of Officers: Mr. Daddario noted that the current slate of officers have agreed to serve in their respective capacities for another year. Mr.

Daddario moved to nominate: Donald Hooper (Chairman); Sue E. Caswell (Vice-Chairman); Ron McDougall (Treasurer) and Joanne Novak, Esq. (Secretary). Seconded by Mr. Beachard, the nominations were approved unanimously.

CONSENT AGENDA

Resolution Authorizing Certification of Eligible Training Providers (Policy 16-B): Moved by Ms. Manchester, and seconded by Ms. Caswell, the resolution passed unanimously.

NEW BUSINESS

Resolution Committing Financial Assistance to 2003 “Communities That Care”: Ms. Caswell presented, noting that the original request was for \$7,500. Two years ago the WIB approved \$15,000 toward the original survey, which was forwarded to all schools. All schools but one participated. Ms. Caswell noted this survey provides assistance and effective data to schools applying for grants. Moved by Mr. Daddario, and seconded by Mr. Backus, the resolution passed unanimously.

Resolution Approving Budget Modification for “Community Service Brigade” Year Round Youth Provider: Dr. Kennedy presented. He noted that there was no net difference in this budget. Mr. Fountain noted that the increase in “Miscellaneous” was in case monies were needed for the program’s close out. Approximately \$500, however, was expended. Moved by Mr. McDougall, and seconded by Mr. Weaver, the resolution passed unanimously.

Resolution Extending Contracts and Setting Fixed Rate Schedules for Year Round Youth Service Providers: Ms. Caswell presented. She noted that the Youth Council reviewed the year round youth contracts. The Council decided that, instead of committing a full amount to the provider, it would determine a “per youth” cost. Moved by Mr. Green, and seconded by Mr. Backus, the resolution passed with 10 voting “Aye,” 0 voting “Nay,” and Dr. Kennedy abstaining.

CHAIRPERSON’S REPORT (continued)

Ms. Manchester of the New York State Department of Labor presented information on the NYSDOL’s 2003 / 2004 Goals and Priorities.

STAFF REPORT

Mr. Fountain reported on the submission of the Strategic Plan. He noted that he believes the review process will be a slow one. Mr. Fountain reported on the status of the WIB membership, noting that the Board of Legislators is presently not making appointments as they are reviewing their appointment process. He noted that 3 nominations were received from the Canton Chamber of Commerce and two of the three have responded to our request for information as required by the Board of Legislators. He hopes to submit these to the Board of Legislators shortly. Mr. Fountain, at Mr. Hooper’s request, clarified that the WIB could still submit names, but they

would need a business organization to nominate the person. Mr. Novacich noted he knew of someone who operated a Private-Not For Profit organization that has expressed interest in serving. Mr. Fountain noted that the member would need to be Private-For Profit to qualify as "Business" per WIA Federal Regulations.

Mr. Fountain reported on the status of the County's 2004 Budget. He noted that the Department of Social Services requested that the contract they have with us for WtW Services provision be terminated at the end of the year. Affects on staffing would be: transfer of 6 Employment & Training Counselors and 1 Keyboard Specialist to DSS; one Keyboard Specialist's wages moved to WIA Administration, and 1 Senior Coordinator would work on Strategic Planning. The funding for the Senior Coordinator would end June 30, 2004.

Financial Report: There were no comments on the Financial Report Ending August 2003.

EXECUTIVE SESSION

None

ADJOURNMENT

On motion of Mr. McDougall, the meeting adjourned at 8:59 AM.

Respectfully submitted,

Joanne M. Novak, Esq.