

**ST. LAWRENCE COUNTY**

**WORKFORCE INVESTMENT BOARD**

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**ST. LAWRENCE COUNTY  
WORKFORCE INVESTMENT BOARD  
MINUTES OF DECEMBER 13, 2006 MEETING**

**CALL TO ORDER:** Chairman Paul Catanzarite called the meeting to order at 6:46 PM at the Lobster House, Norwood.

**Members Present:** Jack Backus, Doug Beachard, Sue Caswell, Paul Catanzarite, Rich Daddario, Don Hooper, Joe Kennedy, Linda Manchester, Ron McDougall, Mike Noble, Richard Orton, Walt Paul, Daphne Pickert, Dale Rice, Ryan Schermerhorn, Tim Weaver, Mark Webster,

**Members Absent:** Don Brining, Tracy Charleson, Bruce Green, Steve Novacich,

**Others Present:** Raymond H. Fountain, Jr., , Jim Connor, Natalie Haggart, Jean Hantz, Steve House, Patrick Kelly, Ed Short and Patrick Kelly of the Office of Economic Development; Bill VanLoo, Bob Andrews and Kendall Lawrence of the Farmland Protection Board.

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

**CHAIRPERSON'S REPORT:**

- Chairman Catanzarite introduced Bill VanLoo, Bob Andrews and Kendall Lawrence from the Farmland Protection Board. Mr. Andrews provided a brief introduction and history of the Farmland Protection Plan. Mr. VanLoo offered a PowerPoint presentation on "Careers In Agriculture." (A hard copy of the presentation will remain on file with these minutes). At the conclusion of the presentation, Mr. McDougall moves, Mr. Backus seconds a motion for the creation of a letter of endorsement for the Farmland Protection Board to send onto school districts. Motion carried.

**COMMITTEE REPORTS:**

- Executive Committee: Committee met November 17th. Acting on behalf of the WIB and pursuant to its bylaws, the Committee approved the resolution extending youth contract for Community Brigade. Other Committee discussion included Fees for Services, Sanction letter and NAWB Forum.
- Youth Committee: Mr. Paul reported that the bulk of the Committee meeting will be addressed with the upcoming resolutions.
- Marketing and Board Development: Committee met on November 22<sup>nd</sup>. Committee Chairman Doug Beachard provided an overview of the monies available for marketing and how it is being spent. Activities included: Center marketing; Retail Sales Training program outreach; Community Brigade outreach; promotional items purchases; weekly job report; outreach of companies who have had success with the One-Stop in hiring. The committee will meet again after the first of the year. Mr. Beachard notes that Mr. Kelly and Mr. Hooper will be providing WIB/One-Stop Services information to the Ogdensburg Lions Club on January 11<sup>th</sup>. He encourages Board members to participate in these presentations outlining the services of the Center.
- Ad Hoc – Health Care: Committee Chairman Jack Backus provided a history and final report to the membership. He thanked fellow Committee members and Committee staffperson Jean Hantz for assistance. It was the consensus of the membership that, while the Health Care Task Force

has officially finished, the WIB will continue to monitor Health Care issues and do what it can to assist to alleviate the lack of skilled health care providers.

- Ad Hoc – One-Stop: Committee Chairman Mike Noble reports that he attended a Partner Meeting and met some of the Committee members. The Committee has scheduled its first meeting for this Friday (December 15). Mr. Noble notes the topics that have been tasked to the Committee are long and complicated.

#### **CONSENT AGENDA:**

- Resolution “Extending Contracts for Year Round Youth Service Providers” Moved by Mr. Webster and seconded by Mr. Noble. The resolution passes unanimously.

#### **OLD BUSINESS:**

- Resolution “Modifying PY05 WIB Budget” Moved by Ms. Pickert and seconded by Mr. Daddario. Mr. Short notes this resolution moves funds needed by certain program activities. The resolution passes unanimously.
- Resolution “Modifying PY06 WIA Budget” Moved by Mr. Noble and seconded by Mr. Orton. Mr. Short again notes the modification moves funds to needed areas reflective of current program activities. Resolution passes unanimously.

#### **NEW BUSINESS:**

- Resolution “Approving Training Provider Edit Requests” Moved by Mr. Orton, second by Mr. Weaver. Ms. Haggart explains that these are training providers previously approved by this WIB who have asked for increases in course costs. The resolution passes with 16 “ayes” and with Mr. Paul’s abstention.
- Resolution “Approving Training Providers”: Moved by Ms. Caswell, second by Mr. Hooper. Ms. Haggart explains that St. Lawrence-Lewis BOCES is requesting these courses be added to the State’s list of certified training providers. The resolution passes with 16 “ayes” and with Mr. Paul’s abstention.
- Resolution “Approving Performance Improvement Plan” Moved by Ms. Pickert, second by Mr. Orton. Mr. Connor provided a brief history of WIA Performance Measures. He noted the State requires a response/improvement plan to the failed standard “Six Months Earning Change (Older Youth),” a copy of which is attached to the resolution for WIB review. Mr. Connor explained that this standard is a comparison of “base earnings” (earnings from the 2<sup>nd</sup> and 3<sup>rd</sup> quarters prior to enrollment) to “post exit earnings” (earnings from the 2<sup>nd</sup> and 3<sup>rd</sup> quarters after exit). Mr. Connor noted that of the 13 youth counted in the standard, 4 met/exceeded the standard. Of the remaining 9, 3 went on to post-secondary education. While in post-secondary education, two of the youth participated in a work study program, which contributed to bringing down this standard. Mr. Connor noted that the time period associated with this standard (Youth exited between April 2004 and March 2005) prohibits him from correcting this particular failure. He noted that there will probably not be a lot of improvement in PY2006 because the youth finished the program in March 2006 are now in the 3<sup>rd</sup> quarter of the “post exit earnings.” The improvement plan should most dramatically affect PY07. Resolution passes unanimously.

#### **STAFF REPORT:**

- WIB Membership: Mr. Fountain announces the resignation of Scott Wright and the appointment of Lisa McCarty.

- Functional Alignment: Mr. Fountain outlines information provided in Technical Advisory 06-20, which deals with the supervisory responsibilities under Functional Alignment. Ms. Manchester notes that she believes the advisory was released in response to grievances that had been filed within the State system.
- NAWB Forum: Mr. Fountain notes that Chairman Catanzarite has agreed to attend the NAWB Forum scheduled for February, noting that along with himself and a tentative “yes” from Mr. McDougall, there is room for one more attendee.
- Miscellaneous: Mr. Fountain noted that the meeting schedule for 2007 and an updated Committee assignment sheet has been distributed to attendees.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** Chairman Catanzarite adjourned the meeting at 8:10 PM.

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Ron McDougall, Secretary