

**ST. LAWRENCE COUNTY WORKFORCE INVESTMENT BOARD  
MINUTES OF JUNE 10, 2009**

**CALL TO ORDER:** Acting Chairman Donald Hooper called to order the regular meeting of the St. Lawrence County Workforce Investment Board at 8:20 AM at the Best Western, Canton

Members Present: Jack Backus, Sue Caswell, Rich Daddario, Kathy Daniels, Cliff Donaldson, Bruce Green, Donald Hooper, Ron McDougall, Lisa McKeel, Steve Novacich, Richard Orton, Daphne Pickert, Dale Rice,

Others Present: Ray Fountain, Kim Gilbert, Steve House, Natalie Sweatland, Jim Connor, Dee Burlingame

**CHAIRMAN'S COMMENTS:** Next meeting is the Annual Meeting. The Chairman announced he would be appointing a Nominating Committee later during New Business.

**PUBLIC COMMENT:** None

**MINUTES:** Orton/McDougall and Pickert move to accept the March 11, 2009 minutes meeting. Unanimous.

**COMMITTEE REPORTS:**

Executive: Committee met April 22 and pursuant to the authority conferred by the WIB Bylaws, authorized action on behalf of the WIB. These actions were necessary due to the timeliness of the American Recovery and Reinvestment Act of 2009 (ARRA). The Board will be asked to reauthorize the Executive Committee's actions at this morning's meeting. The Committee also met on June 2<sup>nd</sup> and reviewed the materials for this morning's meeting.

Youth: Youth Council Chair Dee Burlingame reported that the Youth Council met June 4 and received an update on the current youth activities (i) Certified Nurse Aide [3 scheduled to take CNA exam; 5 enrolled in program] and Community Brigade [7 youth initially, 6 remain – 1 found employment] programs; (ii) Summer Internships [105 applications received; of 85 interviewed to date, 48 eligible]; (iii) Job Readiness Training [47 applications received to date; 27 interviewed; 2 not eligible; 10 referred to Summer program]; and (iv) Summer Youth Program [over 800 applications received; 496 slots available; 293 agencies canvassed; 133 requests for youth from agencies, representing 373 positions and 10 VESID youth]. The Request for Proposal that was released earlier received a number of bids which the Youth Council has reviewed and has provided recommendations for approval at this morning's meeting.

Marketing/Board Development: Committee Chairman Dale Rice reported that the usual campaign (radio and newsprint) continues. The One-Stop had a booth and a good turnout at the Chamber's Business Show.

One-Stop: Committee Chairperson Kathy Daniels reported that the Committee is scheduled to meet tomorrow (June 11) morning.

**CONSENT AGENDA:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

Resolution 09-06-07: Establishing a Priority of Service Policy: Daddario/Caswell move to accept. Mr. Donaldson states that per the directives of the Ethics Commission, he must abstain from any discussion involving Stimulus or DOL funds. Mr. House provides a brief explanation of the policy. Passes with 12 "aye" votes and 1 abstention (Donaldson).

Resolution 09-06-08: Authorizing Temporary Authority to (i) Identify Initial Training Providers and (ii) Authorize Training Provider Edits: Orton/Daniels move to accept. Mr. Daddario voices concern about terminology advertising "Carpenter's Assistant" program. Ms. McKeel explains the program title and content is based on O\*Net codes. Mr. Daddario asks if the program can be called by another name, as the current title makes it a job assignment specific to carpentry. Mr. Daddario and Ms. McKeel will work to address the concern. Passes with 12 "aye" votes and 1 abstention (Daddario).

Resolution 09-06-09: Establishing a Needs-Related Payments Policy for Use with Contract Training Activities Funded by ARRA of 2009: Mr. Fountain reports that Staff are requesting this resolution, previously approved by the WIB Executive Committee, now be rescinded. Staff were asked to provide the Needs-Related Payments (NRP) policy prior to receipt of guidance from NYSDOL. Subsequently, the guidance provided by NYSDOL doesn't fit this policy. Orton/Pickert move to rescind the resolution. Passes with 12 "aye" votes and 1 abstention (Donaldson).

Resolution: Modifying PY08 WIA Budget (Transfer of Funds: Admin/Dislocated Worker): McDougall/Daddario. Ms. Gilbert explains that the resolution moves funds from Admin to training. Passes with 12 "aye" votes and 1 abstention (Donaldson).

Resolution: Modifying PY09 WIA Budget (WIA Formula Funds): Pickert/McKeel. Ms. Gilbert notes that this resolution modifies the resolution previously approved by the WIB Executive Committee. Mr. Orton inquires about the Rapid Response/TAA funds, to which Ms. Gilbert replies the funds are allocated specifically for TAA-eligible customers based on the training plan created with the assistance of the E&T Counselor. Ms. Pickert inquires about relocation, to which Ms. Gilbert replies the funds assist TAA-eligible customers in travel expenses related to job offers or job leads out of the area. Passes with 12 "aye" votes and 1 abstention (Donaldson).

Resolution: Authorizing a Contract Extension for NYWired for Education Program: McDougall/Caswell. Mr. House provides a history and overview of the program, noting that this was a pilot program that had been initiated last year by the State. In response to questions from Mr. Novacich, Mr. House notes that fewer than 30 completed the program under the pilot program. Mr. Novacich noted that the program looks good on paper, but following through may be difficult for many people. He is also advised that incumbent workers are eligible to utilize the program and suggested marketing the program to employers. Mr. House also noted that originally the local areas were not held to performance standards for this program, but there is talk that they may now be. There is one, main staff person who coordinates/oversees the program and this staff person receives email notifications on the progress of each user. The program is being funded through both ARRA and Formula funds. Passes with 12 "aye" votes and 1 abstention (Donaldson).

Resolution: Authorizing Contracts for Year Round Youth Service Providers: Orton/Daddario move to accept. Mr. Daddario cites his concern about the title of one of the programs ("Male Involvement Club") and asks if the provider could change the name, possibly to "Adult Mentoring/Leadership Group". Orton/McDougall move to amend to reflect the requested change. Motion to amend passes unanimously. Amended resolution passes with 11 "aye" votes and 2 abstentions (Pickert; McKeel).

Resolution: Extending Youth Services to Individuals 22 through 24 Years of Age: Caswell/McKeel move to accept. Ms. Burlingame explains that the ARRA extends services to youth up to age 24. This resolution allows the Youth Services contracts to reflect the changed limit in service age. Passes unanimously.

Appointment of Nominating Committee: The Chairman appointed Ms. Caswell, Mr. Orton and Mr. Tyo to a Nominating Committee, and charged them with the task of bringing forward the name of an individual (or individuals) to be considered for the Chairmanship for the remainder of Mike Noble's term.

**STAFF REPORT:**

Mr. Fountain explains the WIA Common Measures Summary Report [PY08 Quarter 3] that has been distributed to the attendees, noting that currently we are meeting/exceeding the goals.

Mr. Backus congratulates Mr. McDougall on his reappointment as President of the Central Trades Council.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** Adjourned at 9:36 AM by unanimous consent.