

ST. LAWRENCE COUNTY WORKFORCE INVESTMENT BOARD
MINUTES OF January 11, 2012 MEETING

CALL TO ORDER: Chairman Sue Caswell called to order the regular meeting of the St. Lawrence County Workforce Investment Board at 8:15 AM at the Human Services Center in Canton.

Members Present: Jack Backus, Sue Caswell, Rich Daddario, Kathy Daniels, Bruce Green, Lisa McKeel, Richard Orton, Daphne Pickert, Dale Rice, Ryan Schermerhorn, and Mark Webster.

Others Present: Lori Barr, Deb Bridges, Christopher Cooper, Jean Hantz, Gregory Hart, Tom Plastino, Chris Rediehs, Peter Reiter, Penny Scott, Dave Sickler, and Ellie Sullivan-Stripp.

Executive Director Report Since a quorum was not yet present Ms. Caswell asked Mr. Plastino to report on some of the things he has been doing for the WIB. He began by reporting that he finished the first draft of a model lease between the WIB and one of its partners. He also discussed the meeting with Congressman Owens, the status of the Regional Council Competition, and the SLC Legislature being primed to appropriate money from gambling compact funds for training.

Mr. Plastino felt that Congressman Owens was interested in workforce issues in his district and talked at length about the meeting he and other agencies had attended. Mr. Plastino feels this is an opportunity to propose ideas to the Congressman regarding workforce issues in St. Lawrence County and would like to hear from WIB members with any ideas. Ms. Hantz explained, after an analysis of the NYS DOL Jobs Listings, she felt that we are unable to fill many jobs because they are jobs that require at least a two year degree and have not only high skill requirements but also have substantial experience requirements. Because of this analysis, the proposal Ms. Hantz prepared for the Congressman was focused on funding people for two-year degrees at community colleges. Ms. Hantz specifically recommended four career areas (e.g., health care) that are jobs that require candidates to meet degree requirements. Other One-Stops submitted proposals that asked for more funding for current programs, e.g., OJT money. Ms. Hantz said that she didn't feel that such proposals would meet the Congressman's expectations for proposals that filled the hardest to fill positions characteristic of the County's job market..

CHAIRMAN'S COMMENTS: A quorum now being present, the Chairman called the meeting to order officially and thanked everyone for coming. Mr. Plastino introduced a potential new member, Ellie Sullivan-Stripp from Wight & Patterson, Inc. and asked everyone present to introduce themselves. Ms. Caswell stated she attended a Youth Council meeting and has spoken with Ms. Hantz; Ms Caswell feels things are moving forward and seem to be going smoothly.

PUBLIC COMMENT: None

MINUTES: Daddario/McKeel move to accept the November 16, 2011 meeting minutes. Approved unanimously.

COMMITTEE REPORTS:

Executive Report: Ms. Caswell reported that the Committee had not met. They plan to meet prior to the next meeting.

Youth Report: Ms. Hantz reported that at the December 6th Youth Council meeting the Youth Council voted to amend their bylaws so that, after a quorum was established at the beginning of a meeting, should any of the membership have to excuse themselves because of potential conflicts of interest, the members left would still be considered a quorum to decide on actions that prompted the conflicts of interest concerns. Ms. Hantz also reported that at its December and January meetings the Council also recommended two new members: Nancy Orologio, Director of Potsdam Housing – a type of organization that is a required member for the Council -- and Ben Todd, Tobacco Cessation Coordinator for St. Lawrence County.

Ms. Hantz reported that the big item the Youth Council has been working on is the development of a Request For Proposals (RFP) for Year-Round Youth Services. The Council is recommending approval of the RFP by the WIB for immediate distribution and would be voted on later in the meeting. Ms Hantz explained the few changes made to the previous RFP.

Marketing & Board Development: Mr. Rice reported that the Marketing Committee had not met; however, he did speak with Mr. Plastino regarding items for the Marketing Committee to discuss at a future meeting. Mr. Plastino noted that one of the topics that the Committee might address would be helping the Youth Council with attracting the attention of difficult to serve youth.

Ad hoc Bylaw Committee: Ms. Pickert said that the Committee had met and had forwarded the revised bylaw draft that would be voted on later in the meeting.

WORKFORCE INVESTMENT BOARD ACTION ITEMS:

Old Business

2012 Board Meeting Schedule: Ms. Caswell asked members to review the Board meeting schedule proposed and asked for comments. Ms. Pickert said that she would have to leave by 9:30; Mr. Plastino suggested that future meetings could start promptly at 8:00 a.m. and that, unless unforeseen circumstances arose, an hour or hour and a half should be long enough for all business to be transacted. The meetings will be held in the Human Services Center.

Resolution adopting the 2012 Board Meeting Schedule: Pickert/Green; unanimous approval.

Bylaw Amendment Resolution: Mr. Plastino reviewed in detail the changes recommended by the *ad hoc* Bylaw Committee to the bylaws as shown in the amendment handout. An extended discussion ensued. The Board agreed that Article XII of the old bylaws should be retained pending a further review by the Bylaws Committee.

Resolution Adopting Bylaw Amendments with the exception to keep Article XII in the Bylaws: Daddario/Pickert; unanimously passed.

New Business

Appointment of new Youth Council Members: Ms. Hantz reported that two Youth Council appointment resolutions were on the agenda – the first to appoint Nancy Orologio, representing Public Housing (a required member), and the second to appoint Ben Todd, Head of the Tobacco Cessation Program.

Resolution appointing Ben Todd to the Youth Council: Daddario/Backus; approved unanimously.

Resolution appointment Nancy Orologio to the Youth Council: Daddario/Orton; approved unanimously.

Youth Incentive Policy: Ms. Hantz explained that the Youth Council recommended that the WIB approve the Youth Incentive Policy resolution whose purpose is to provide monetary incentives to youth to attend programming to enable them to take and pass the post-test for the WIA program.

Resolution authorizing Youth Incentive Policy: Orton/Webster; approved unanimously.

Modifying BOCES Occupational Skills Contract: Ms. Hantz reported that BOCES had requested modifications to its contract with the WIB to add new training programs.

Resolution Modifying BOCES Occupational Skills Contract: Orton/Pickert; unanimous approval; abstain – McKeel.

Modifying BOCES Transitional Services Budget: Ms. Hantz reported that BOCES had requested modifications to the budget for the Transitional Services Summer Youth Program.

Resolution Modifying BOCES Transitional Service Budget: Green/Orton; unanimous approval; abstain – McKeel.

Authorizing Release of Youth RFP: Ms. Hantz explained the RFP and the process/requirements.

Resolution Authorizing Release of Youth RFP: Daddario/Rice; unanimous approval; abstain – Green, McKeel, Pickert.

One-Stop Manager Report: Ms. Hantz reported that the One-Stop had gone through several audits since the last WIB meeting. The Adult/Dislocated Worker Audit was fine with one minor observation concerning data entry (which has been corrected). The One-Stop had not yet received the results of the Fiscal Audit results; the main issue stemming from this audit was that the One-Stop had not been aware of its responsibility to monitor/audit the youth contractors. Ms. Scott explained the monitoring/auditing process we must now follow. Procedures have been put in place for closer monitoring throughout the year to shorten the time involved in doing such audits.

Ms. Hantz also reported that the One-Stop had recently advertised to recruit Adult/Dislocated Workers and Out-of-School Youth that would like help with schooling. There was much discussion regarding the differences between helping the employer (i.e., through OJTs) and helping the individual (i.e., through college/technical schools) and the possibility of securing employer commitment for such training.

Executive Director Report: Mr. Plastino reviewed the SLCIDALDC's Training Incentives/Gaming Compact Program details. There are three pieces involved with this new training incentive program. The first is new worker training that provides a training subsidy for companies looking to hire two or more new, full time employees. The second piece is for incumbent worker training. The last piece involves training related to agricultural. Company referrals will be handled by the IDA staff.

Mr. Plastino reported that none of the North Country Regional Economic Development Council awards for St. Lawrence County had anything to do directly with workforce. Mr. Plastino has been contacted by Council personnel about including more workforce items in a future revision to the Regional Plan and he will ask for suggestions/ideas from the WIB.

Next Meeting: Ms. Caswell reminded everyone that the next full WIB meeting will be March 14, 2012 at 8:00 a.m.

EXECUTIVE SESSION: None

ADJOURNMENT: Moved Daddario/Schermerhorn; the meeting adjourned at 9:37 a.m. by unanimous consent.