

ST. LAWRENCE COUNTY WORKFORCE INVESTMENT BOARD
MINUTES OF December 12, 2012 MEETING

CALL TO ORDER: Mr. Backus, Vice-Chairman, called to order the regular meeting of the St. Lawrence County Workforce Investment Board at the Human Services Center in Canton.

Members Present: Jack Backus, Lynn Blevins, Chris Cooper, Rich Daddario, Dr. Joseph Kennedy, Ron McDougall, Lisa McKeel, Daphne Pickert, Dale Rice, Ryan Schermerhorn, Ellie Sullivan-Stripp, and Dallas Sutton.

Others Present: Lori Barr, Pam Dority, Jean Hantz, Tom Plastino, Chris Rediehs, Penny Scott, Mary Margaret Small, and Dave Sickler.

CHAIRMAN'S COMMENTS: Mr. Backus, Vice-Chairman, welcomed everyone and introduced Dr. Mary Margaret Small. Mr. Backus then asked introductions be made going around the room.

PUBLIC COMMENT: Dr. Small distributed a flyer and gave a presentation regarding the North Country STEM Learning Network. Dr. Small gave a brief history behind the STEM Learning Network and shared goals they intend to meet and what they hope to achieve with these goals. Mr. Plastino attending a Manufacturing Day activity Dr. Small's organization sponsored and he was impressed with the presentation and reception of information by area educational staff (i.e. teachers, counselors, and principals). The next step is Have Manufacturing Career Days for students to learn problem solving and show them what manufacturing employers are looking for when hiring. In St. Lawrence County they are looking for manufacturers that would be interested in joining the North Country STEM Learning Network. Mr. Plastino mentioned attending the Manufacturing Day activity and the impressive information he took away from it; not jus that was presented but the "backchat" among the attendees about how little they were aware of much of the information presented.

Mr. Plastino congratulated Mr. Sickler on his promotion to St. Lawrence County Region Manager for the NYS Department of Labor. Mr. Sickler passed around statistics regarding unemployment in St. Lawrence County as compared with other counties in NYS; the unemployment rate for October 2012 is 9.7% in St. Lawrence County the NYS rate is 8.3%. Mr. Sickler explained that all extensions will be ending by December 30th. There are 993 people in St. Lawrence County that will lose Unemployment benefits by December 30, 2012. Mr. Sickler reported that they have mailed letters to these people asking them to come in; they are working with them to assist with their claims and explain what will happen. There is extra staff available to assist with resumes and job searches and give alternatives; one being www.mybenefits.ny.gov. Some may have been using the extensions and their current claim was put in a pending status; these people will be able to now begin drawing from their current claim. Mr. Sickler believes that overall will be about 250 people that will end up without benefits.

MINUTES: Daddario/Cooper move to accept the September 11, 2012 meeting minutes. Approved unanimously.

WORKFORCE INVESTMENT BOARD ACTION ITEMS:

Old Business

Approving Modification to the PY 12 WIA Budget with NEG/OJT Grant funds: Ms. Scott explained a resolution modifying the PY 12 WIA budget adding the NEG/OJT Grant funds.

Resolution Modifying the PY 12 WIA Budget: Kennedy/McDougall; approved unanimously.

Adopting Changes to OJT Manual: Ms. Hantz explained that the OJT Manual was updated to include requirements necessary for participating with the NEG/OJT Grant.

Resolution Adopting Changes to OJT Manual: Kennedy/McDougall; approved unanimously.

Approving Addition to List of Demand Occupations: Ms. Hantz explained that the One-Stop staff would like to add Medical Assistant as a new Demand Occupation.

Resolution Approving Addition to List of Demand Occupations: Kennedy/McDougall; approved unanimously.

New Business

Approving Youth Request For Proposal: Ms. Hantz explained the Youth Council has recommended a new RFP for Youth Services for remedial services for out-of-school youth that test basic skills deficient.

Resolution Approving Youth Request For Proposal: Kennedy/McDougall/McKeel–Abstained; approved unanimously.

Appointing New Member to Youth Council: SUNY Canton recommended Professor Alexander Lesyk as a member of the Youth Council. Mr. Lesyk has attended some Council meetings; the Youth Council is proposing appointing Mr. Lesyk to the Council with the Board's approval. Mr. Lesyk's information is included in the information distributed.

Resolution Appointing New Youth Council Member: Kennedy/McDougall; approved unanimously.

Adopting 2013 WIB Meeting Schedule: Mr. Plastino presented the 2013 WIB Meeting Schedule as required by WIB Bylaws.

Adopting 2013 WIB Meeting Schedule: McDougall/Kennedy; approved unanimously.

Letters of Appreciation: Mr. Plastino announced that in addition to Mr. Green's resignation from the WIB; Ms. Caswell has submitted her resignation as well. Mr. Plastino suggested Letters of Appreciation be done for Mr. Green and Ms. Caswell; everyone was in agreement. Mr. Daddario suggested a small gift be purchased as well and there was agreement with this as well. Mr. Cooper agreed to look into the policy to be sure this is allowed.

Appointment to Executive Committee: Mr. Plastino explained that with Ms. Caswell's resignation, a member will need to be appointed to the Executive Committee. The WIB Bylaws state that the appointment must be appointed by the Chair and sanctioned by the Board. Mr. Backus has recommended Dallas Sutton be named to the Executive Committee.

Appoint Dallas Sutton to the Executive Committee: Pickert/Daddario; unanimously supported by the Board

Mr. Rediehs and Dr. Kennedy left the meeting at 9:10 a.m.

COMMITTEE REPORTS:

Executive Committee: Mr. Backus expressed dissatisfaction regarding the state and federal government's policy regarding not allowing WIB members to represent business upon the member's retirement. A retired business member still has much to offer. Mr. Plastino will present membership requirements at the next Executive Committee meeting.

Youth Council: Ms. Hantz reported that the Youth Council has been working on the RFP that was presented to the WIB today. This time of year youth are receiving ITA's for specific vocational training and internships for out of school youth. We are also going to run two youth CNA classes in late January or early February through our BOCES contract. We are starting advertising for these classes.

STAFF REPORTS:

One-Stop Manager Report: Ms. Hantz reported that she is retiring in June and a few other staff members will be retiring this summer. In addition, we are facing the upcoming fiscal cliff which means at least a 10% decrease in WIA funds. Therefore, we expect there to be some personnel changes. Ms. Hantz has been meeting with Mr. Plastino and Mr. Rediehs to discuss all the possibilities.

The County is also conducting a space study; and there is the possibility of giving up some space would be a cost savings. Mr. Plastino reported that the federal government is not going to implement cuts on January 1st as promised but will hold off until the current contract runs out on June 30th.

Financial Manager Report: Ms. Scott reported that we just completed three audits and have done well with the first two and are waiting for the third however, as far as we know, there were no findings. We have one more to go for TAA funds. The County is changing financial software programming on January 1st with the new payroll system beginning July 1st.

Executive Director Report: Mr. Plastino reported that the two applications that were submitted with neighboring WIB's were not approved. He explained that since the County handles the money he is not sure how they would administer any monies that were approved. That has yet to be determined however, should we manage to be awarded something we would figure it out quickly.

Going forward Mr. Plastino has two funding possibilities coming up through DOL and USDA. These are both still questionable but he is trying to find more funding sources to aid the WIB dealing with federal budget cuts. Mr. Backus clarified that there are three WIB's trying to work together to find solutions for future budget problems.

Next Meeting: Mr. Backus thanked Ms. Small for attending and reminded everyone that the next full WIB meeting will be March 13, 2013 at 8:00 a.m.

EXECUTIVE SESSION: None

ADJOURNMENT: Moved McDougall/Cooper; the meeting adjourned at 9:20 a.m. by unanimous consent.