

**ST. LAWRENCE COUNTY WORKFORCE INVESTMENT BOARD**  
**MEETING MINUTES**  
**September 11, 2013**

**CALL TO ORDER:** Mr. Daddario, called to order the regular meeting of the St. Lawrence County Workforce Investment Board at the Human Services Center in Canton at about 8:10 a.m. for Mr. Backus, Vice Chairman, who arrived shortly thereafter and chaired the meeting in Mr. Hooper's absence.

Members Present: Jack Backus, Lynn Blevins, Richard Burns, Sue Caswell, Chris Cooper, Rich Daddario, Tom DeRosa, Peggy Fockler, LouAnne King, Ron McDougall, Lisa McKeel, Daphne Pickert, Peter Reiter, Ryan Schermerhorn, Ellie Sullivan-Stripp, and Dallas Sutton.

Others Present: Lori Barr, Larry Fetcie, June O'Neill, Tom Plastino, Chris Rediehs, Penny Scott, Bob Shepherd, and Dave Sickler.

**CHAIRMAN'S REPORT/COMMENTS:** Mr. Backus, Vice-Chairman, started the meeting with a moment of silence to honor the victims of 9/11 and emergency personnel in our own area.

Introductions were made for the new members and guests present.

**PUBLIC COMMENT:** There were no public comments at this time.

**MINUTES:** Mr. Daddario moved and Ms. Caswell seconded a resolution to accept the June 12, 2013 meeting minutes. Approved unanimously.

**COMMITTEE REPORTS:**

Executive Committee: Mr. Plastino reported that the Executive Committee has not met since the last Board meeting.

Youth Council: Mr. Shepherd reported that the Youth Council met last week and reviewed Summer Youth employment. Mr. Shepherd went over the numbers for the Board. Although this was a shorter program than it has been in the past, this was a successful year. Mr. Plastino and Mr. Fetcie also reported that they felt the program to be a success this year.

Marketing & Board Development: Mr. Plastino reported that the Marketing & Board Development Committee has not met since the last Board meeting.

**STAFF REPORTS:**

DSS Commissioner: Mr. Rediehs reported on staff changes. Since the retirement of Ms. Hantz, work has been reallocated among existing staff due to funding concerns. There are still plans to search for a part-time replacement. Mr. Rediehs and Mr. Plastino feel that someone with experience with the WIA system would be the best fit as a part-time Coordinator. The position would be approximately 20 hours/week.

Mr. Rediehs spoke of the One-Stop Space Utilization study currently being conducted by the County. Things are still in the planning stage; the current plan is to have staff from DSS fill in some of the empty space in this building and for most of the DSS staff involved in employment and training to move into the current One-Stop space. In addition the County plans to move several other departments around in the Human Services building as well. In the end, at least according to the current plan, the space available to the current One-Stop services providers will be reduced.

Mr. Plastino has been attending the Space Utilization meetings with Mr. Rediehs and feels that the County will not meet their January 1<sup>st</sup> deadline. It is going to be a complicated process with many County departments being

affected. The WIB has a lease with the County and has sub-leased space to some of the Partners. Mr. Plastino advised that there could be changes proposed to the lease for the Board to consider. He questioned if the WIB should keep the sub-leases or have them sub-lease with the County.

Fiscal Manager: Ms. Scott reported on the funding for the Summer Youth Program. There have been some issues with the way the new County financial system handles WIA. Ms. Scott believes a solution to the troubles has been found. The goal now is to implement the solution and correct the errors. Adult funding was much lower than expected due to sequestration issues. Therefore, there are fewer funds available for new college participants; however, there are some new clients.

Executive Director: Mr. Plastino discussed in detail regulations on WIB membership. Requirements were explained; Mr. Plastino said that, although we are down two required members, we are currently in compliance with the key rule that requires at least 51% of the membership to come from private businesses. He also said that the WIB could easily get out of compliance. One thing Mr. Plastino learned is that private business is not necessarily for-profit businesses. In addition, legal members must be active and currently engaged in business. Membership is broken down by required members (such as education or labor), One-Stop Partners, and private business. Private business must be 51% of the membership. The DOL comes in annually to check for compliance.

#### **OLD BUSINESS:**

North Country Regional Economic Development Council: Mr. Plastino reported that he had been unable to develop a proposal to the Regional Economic Development Council. Mr. Plastino hopes to start earlier next year and see where it takes us.

#### **NEW BUSINESS:**

Approving new Youth Council Member: Mr. Shepherd asked to table this resolution as he has been unable to contact the potential new member. The Council approved nominating this member pending Mr. Shepherd's conversation with the potential member.

Request for appointment of a Regional Business Services Coordinator for SLC: When more WIA funds were available the County had business development representatives on staff – people who went out and talked to businesses, determining what their employment needs are and hooking them up with the employment & training options available. However, currently there are only two business services coordinators – who work for the DOL, housed in Watertown and Plattsburgh. Both Coordinators agree that it is difficult to service the area between Watertown and Plattsburgh, including St. Lawrence County. Ms. O'Neill and Mr. Sickler feel a business services coordinator would be an important position and would benefit St. Lawrence County greatly.

Motion authorizing Vice-Chairman to sign a letter to the DOL requesting an appointment of a Business Services Coordinator: Daddario/Backus; approved unanimously.

Regional Economic Development Council (REDC): Ms. O'Neill informed the Board that the next REDC meeting will be Friday, September 20, 2013 at St. Lawrence University. Registration is available online at [www.northcountryopenforbusiness.org](http://www.northcountryopenforbusiness.org); it's a free meeting and there is more information on the website.

#### **NEXT MEETING:**

The next regular WIB meeting will be December 11, 2013 at 8:00 a.m.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** Moved by Mr. Daddario and seconded by Mr. McDougall; the meeting adjourned at 9:25 a.m. by unanimous consent.