

**ST. LAWRENCE COUNTY WORKFORCE DEVELOPMENT BOARD**  
**MINUTES/RECORD OF ACTION**  
**January 16, 2019**

**CALL TO ORDER:** Mr. Sutton called to order the regular meeting of the St. Lawrence County Workforce Development Board at the Human Services Center in Canton at 8:10 a.m.

Members Present: Jack Backus, Chris Cooper, Rich Daddario, Pam Dority, Ruth Doyle, Felicia Dumas, Dave Evans, Peggy Fockler, LouAnne King, Pete Reiter, John Roome, Thomas Sullivan, Ellie Sullivan-Stripp, Dallas Sutton,.

Others Present: Larry Fetcie – WIOA, Anthony Hayden – NYS DOL, Tom Plastino – WDB, Penny Taylor – WIOA.

Absent: Seth Belt, Lynn Blevins, Sue Caswell, Don Hooper, Ron McDougall, Dale Rice, Ryan Schermerhorn, Zvi Szafran, Eric Tessmer, and Leo Villeneuve

**MINUTES:** Resolution to approve the minutes of the September 26, 2018 meeting moved/seconded by Daddario/Backus and approved unanimously.

**CHAIRPERSON'S REPORT:** Mr. Sutton said the Mr. Plastino would say something about the meeting agenda. Mr. Plastino said that he has rearranged the usual agenda to put the action items first because several of the members had to leave by 9:00 AM. Staff and other reports would be delivered after the action items were considered.

**OLD BUSINESS:**

Resolution: APPROVING THE WORKFORCE INNOVATION AND OPPORTUNITY ACT MODIFIED BUDGET FOR PROGRAM YEAR 2016. Before the vote, Ms. Taylor explained the reasons why the 2016 budget needed to be amended for the third time. Moved/seconded by Daddario/Sullivan; approved unanimously.

Resolution: MODIFYING THE "DISCOVER YOUR FUTURE HERE YOUTH CONTRACT": Before the vote Ms. Taylor explained that PY 18 was more than half expired and that, due to unforeseen circumstances, the "Discover Your Future Here" contractor had not yet expended any of the funds authorized by the contract. This resolution would enable the Title 1 staff to develop Youth engagements to help serve the County's youth and use the funds in a timely fashion. Moved/seconded by Backus/Dumas; approved unanimously.

Resolution: REVISING THE ESTABLISHED YOUTH INCENTIVE POLICY. Before the vote Ms. Taylor explained how the revised policy would help expand the numbers of Youth who would completed a career plan. Moved/seconded by Sullivan/Reiter; approved unanimously. Moved/seconded by Pickert/Blevins; approved unanimously;

**NEW BUSINESS:**

Resolution: ISSUING AN RFP FOR YEAR ROUND YOUTH SERVICE PROVIDERS. Ms. Taylor and Mr. Plastino explained that the RFP attached to the resolution looked quite different from the RFP published three years ago, primarily because it was shorter and better organized. Mr. Plastino noted that the substance of the document was largely the same as the one used in 2015. Moved/seconded by Daddario/King; approved unanimously.

**OTHER BUSINESS**

Mr. Plastino reported that although the “worst” of the 3+ year transition from WIA to WIOA was over, there were still loose ends to tie up.

He also reported that NYATEP had paying close attention to developments in Washington – prompted by the partial government shutdown – and that it appeared that USDOL programs, and particularly WIOA-funded programs, would not be affected by the shutdown. USDOL was among the government departments whose budgets had been approved by Congress and signed by the President prior to the shutdown.

### **PUBLIC COMMENT**

There was no public comment.

### **PRESENTATIONS**

In lieu of an outside presentation, Mr. Plastino reported on economic development initiatives in which the IDA and its sister organizations had engaged in 2018. His major point was that 2018 had been a very busy year for the IDA and that, at least partly because of the IDA’s activities, substantial job growth in had occurred in the County during the year.

### **COMMITTEE REPORTS:**

There were no committee reports.

### **STAFF REPORTS:**

Ms. Taylor reported that there was one finding from FOTA’s last review. The auditor recommended that staff time distribution should be recorded differently. Staff is in the process of making the changes he proposed.

Ms. Taylor **also said** that a \$60,000 transfer from Dislocated Worker funding to Adult funding will be necessary. It will allow the WIOA staff to serve more participants and is needed to satisfy the 80% spending requirement set by DOL. There is a possibility that another transfer, in addition to this one, will need to be done depending on the outcome of the pending BOCES referrals. All other funding is on track to hit the 80% spending requirement and the required 20% work experience spending is on track as well.

Mr. Fetcie reported that the partners were continuing to meet on a monthly basis. He also said that the partners have been collaborating on a number of projects and service delivery activities, including the SUNY Canton CREST CDL Training Center, NYSDOL partnering with the DSS TANF Employment unit to provide job readiness training to TANF recipients, Title I and ACCES-VR staff co-sponsoring customers in occupational skills training.

### **NEXT MEETING:**

Prior to setting the date of the WDB’s next meeting, Doyle/Cooper moved/seconded a resolution adopting the WDB’s 2019 calendar of meetings, which was approved unanimously. The next meeting of the Workforce Development Board is scheduled for March 13, 2019.

### **EXECUTIVE SESSION:**

**ADJOURNMENT:** Moved by Ms. King and seconded by Mr. Reiter; the meeting adjourned at 9:30 a.m. by unanimous consent.

