

**North Country Regional Workforce Investment Board
And
North Country Workforce Partnership, Inc.
Friday, January 10, 2014
Regional Workforce Investment Board Meeting
8:30 AM**

MEMBERS PRESENT: Dan Alexander, Marie Benedict, Susan Delehanty, John Donoghue, Garry Douglas, Ray Hawksby, Elaine Reynolds, John VanNatten, Erin Hynes, Gary Wagoner, Bill Murphy, Carol Calabrese, Steve Tyrell, Mark Davey, Hope Coryer, Mary Goddeau, Steve Shafer, Ellen Gordon, , John Vermette, Fran Wynnuk and Brian Post.

MEMBERS EXCUSED: John Bernardi, Georgia Burkhardt, Clifford Donaldson, John Jablonski, Rebecca Leahy, Roseanne Murphy, James Tooley, Scott Wilson, and Neil McGovern.

OTHERS PRESENT:

Staff –Wanda McQueen, Michele Armani, Jenna Murray and Kellie Lathrop

Guests –Joe Campbell, Sheri Sauve, Kelly Smart and Alan Jones

Call to Order

John VanNatten, called the meeting to order at 8:30 a.m.

Approval of Minutes

- **Minutes of November 7, 2013, motion made by Erin Hynes**, Seconded by Hope Coyer and approved by all present and voting.

Motion to nominate a new member to the board made by Mary Goddeau, Seconded by Bill Murphy and approved by all present and voting.

Governance

New Clinton County Chief Executive Officer, Sam Dyer

Sam Dyer has stepped in as the new Clinton County Legislature, taking the place of James Langley. John VanNatten doesn't believe that the WIB needs to do anything in regards to the CLEO signature, as he believes it still stands.

Full Participation via Videoconferencing

Dr. McQueen has been looking into the regulations on the Workforce Investment Board side to see if videoconferencing is acceptable for voting board members during a meeting. Dr. McQueen has concluded that as long as the voting board member can be seen and heard, and the videoconference meeting location was advertised to the public for general attendance, full board participation via videoconferencing is permitted.

Dan Alexander suggested that the board hold a videoconference meeting to identify possible new members from each county and increase board member involvement. (This would therefore increase the productivity of the board.)

NCWIB Financials

Kellie Lathrop provided information on the percentages of funding from New York State that have been received thus far for administrative, adult, dislocated worker and youth funding for program year 2013. Program year 2012 funds have been completely spent. In administrative funding, 39% of \$143,726.70, has been spent, 33% of \$426,678.30 in adult funding, 27% of \$260,772.03 of in-school youth, 47% of \$187,596.27 in out of school youth and 24% of \$418,493.70 in dislocated worker funding. These funds need to be 80% spent by June 30, 2014. In regards to Disability Employment Initiative funds, 95% of \$418,493.70 has been spent over the three year program, which was originally slated to end on December 31st, 2013 and was pushed back to January 31st, 2014. Currently, Michele Armani and Dr. McQueen are looking to secure another form of funding for this program and keep one of the three Disability Resource Coordinators. In regards to NCWIB funding, we are not over or under spent in any area.

NC Partnership Financials

Kellie Lathrop provided information on the North Country Workforce Partnership Corporation budget to date. Currently the North Country Workforce Partnership is on track and running smoothly, with a few areas that are over budget. The NCWP is still waiting on the \$45,000 refund check from the CTAA Business Marketing grant. Once this is reimbursed, the line of credit through Glens Falls National Bank can be paid off. The last \$1,800 line of credit payment towards one of our two loans will be made next month, freeing up \$1,800 per month.

Due to NYSDOL changes, the NCWP did have to pick up Worker's Compensation and Disability insurance policies on AmeriCorps members separately, rather than being tied to ACAP (Adirondack Community Action Program) for year three members. The funding for this new contract for separate insurance through Northern Insuring was covered by the Partnership, but will be reimbursed through AmeriCorps Year Three funding. There is a net cash flow of \$6,430, or 166% YTD for this fiscal year.

Motion to accept financial reports for the North Country Workforce Investment Board and the North Country Workforce Partnership made by Brian Post, Seconded by Dan Alexander and approved by all present and voting.

Executive Director Report

The First 100 Days Presentation

See attached slide presentation.

Youth Council Update

Over the last eight months there have been many new members, who have established new roles to the Youth Council, therefore bringing a new energy to the council. After a recent meeting, the Youth Council has looked at holding a Youth Summit, which would partner education and business for students in the four county areas. This would allow the council to actually see the students from the out-of-school youth programs that the council serves. The idea of a Career Jam was also discussed, which would help establish a career path through hands on activities through a day of workshops for youth.

The new Common Core Standards in education was also discussed as it is heavily impacting youth throughout the state and country. The new GED test, TASC, which is tied to the Common Core Standards, was also discussed.

County Workforce Investment Councils

Hamilton County has officially opened an OneWorkSource center, which is managed by Hamilton DSS. Hamilton County has less than 5,000 year round residents, and acts as the oldest per capita aged county in New York State. The three main career pathways have been identified as construction, hospitality and healthcare. Therefore, starting this month, there will be a contractor conference, where 80 contractors will attend a meeting as part of a OneWorkSource service. The goal of this meeting is to have at least a few of these contractors to commit to On-The-Job-Training, therefore establishing jobs in the prominent industries in the local area.

The Adirondack Teleworks Project was funding \$100,000 by the North Country REDC. Training classes will be starting at the Indian Lake library in the upcoming months. By October, the organization hopes to take training to a regional level, for entry level positions.

The Clinton County Council met last in November, and is looking to meet again soon. Mary Goddeau stated that, as Wanda has taken over an oversight role as the Executive Director of the North Country Workforce Investment Board, the Clinton County Council needs to now focus on what their role will be in assisting the OneWorkSource center? Therefore, the council needs to help Wanda facilitate the OneWorkSource center in Plattsburgh.

Other Business

There are new regulations in regards to Non-For-Profit entities, which might affect the Partnership. It might affect the board membership, which will be looked at more closely in the future.

The board meetings have evolved over the years and John VanNatten and Dr. McQueen would like input from board members on any ideas for future meetings. Some items that John VansNatten suggested were; restructuring of meetings, specific presentation ideas and topics for future discussion during meetings. Michele Armani suggested presentations centered on

resources available for programs for youth (such as P-TECH and STEM, bringing education and workforce together).

Motion to Adjourn made by Dan Alexander, Seconded by Ellen Gordon and approved by all present and voting.

Respectfully Submitted,

Erin Hynes

Secretary