

Board Meeting Minutes
September 2nd, 2015

Call to Order: Chairman Whitmore called the meeting to order at 12:07 pm. He welcomed everyone to the very first Workforce Development Board meeting.

Privilege of the Floor: Director Mayforth informed the board that Jefferson County has been looking into purchasing The WorkPlace building from Watertown Savings Bank. No decisions have been made at this time.

Minutes of Previous Meetings: Chairman Whitmore asked for corrections or discussion to the minutes for the June 24th, 2015 Board meeting. One correction was to be made as to when the next meeting will be held. Chairman Whitmore next asked for a motion to approve the minutes with corrections. Mr. Hagemann made a motion to accept the June 24th, 2015 Board minutes. Mr. Virkler seconded that motion, all were in favor. There was no Executive Board meeting this quarter.

Correspondence: Director Mayforth shared that she received letters and emails praising the staff and summer youth participants for doing such a great job at this year's OFA picnic.

Resolutions: Resolution 15-00 – Approval of WDB By-Laws
Chairman Whitmore asked for questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Fred Monaco
Second: Michael Britt
Approved: Unanimously

Resolution 15-01 – Approval of Election of Officers
Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Robert Hagemann
Second: Christine Rolfe
Approved: Unanimously

Resolution 15-02 – Approval of Meeting Schedule
Chairman Whitmore asked for further questions on the resolution. One correction was to be made. Chairman Whitmore asked for a motion for approval with correction.

Motion: June O'Neill
Second: Jody Petit
Approved: Unanimously

Resolution 15-03 – Approval to Transfer of Dislocated Worker Funds to Adult Funds

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Sandra Petrillose
Second: Michael Schantz
Approved: Unanimously

Resolution 15-04 – Approval of Eligible Training Provider List

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Eric Virkler
Second: Stephen Todd
Approved: Unanimously

Resolution 15-05 – Approval of Membership to NYATEP

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Robert Hagemann
Second: June O'Neill
Approved: Unanimously

Resolution 15-06 – Approval of Hatch Act Policy

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Michael Britt
Second: George Anderson
Approved: Unanimously

Resolution 15-07 – Approval of Individual Training Accounts

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Carol Urbanowicz
Second: June O'Neill
Approved: Unanimously

Resolution 15-08 – Approval of Jefferson-Lewis Priority of Service

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Matthew Cooper
Second: Sandra Petrillose
Approved: Unanimously

Resolution 15-09 – Approval of the On-The-Job Training Program

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Eric Burch
Second: Christine Rolfe
Approved: Unanimously

Resolution 15-10 – Approval of the Local Definition of a Dislocated Worker

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Stephen Todd
Second: John O’Driscoll
Approved: Unanimously

Resolution 15-11 – Approval of Youth Services Providers for PY15

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Sandra Petrillose
Second: June O’Neill
Approved: Unanimously

Resolution 15-12 – Approval of the Youth Services Supportive Services Policy

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Lynn Murray
Second: Robert Hagemann
Approved: Unanimously



Jefferson-Lewis
Workforce Development Board
Bringing Jobs & People Together

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Resolution 15-13 – Approval of the AA/EEO Grievance Procedure

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Christine Rolfe
Second: John O’Driscoll
Approved: Unanimously

Resolution 15-14 – Approval of the Self Sufficiency Standard

Chairman Whitmore asked for further questions on the resolution. Mr. Hagemann questioned the wage amount and stated he felt it was too high. He cited the wages of many county employees as an example. Director Mayforth explained the rationalization behind this. Further discussion ensued. Chairman Whitmore asked for a motion for approval.

Motion: Dale Stehlin
Second: Fred Monaco
Approved: Unanimously

Resolution 15-15 – Approval of the Jobs Driven NEG Grant

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Michael Britt
Second: George Anderson
Approved: Unanimously

Resolution 15-16 – Approval of Lewis County Chamber of Commerce Membership Renewal

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Robert Hagemann
Second: Michael Schantz
Approved: Unanimously

Resolution 15-17 – Approval of GWNC Chamber Membership Renewal

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Sandra Petrillose
Second: John O’Driscoll
Approved: Unanimously



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Resolution 15-18 – Approval of FDRLO Membership Renewal

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Robert Hagemann
Second: Michael Britt
Approved: Unanimously

Resolution 15-19– Approval of the Certified Production Technician Program

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Steven Todd
Second: Dale Stehlin
Approved: Unanimously

Resolution 15-20 – Approval of the Certified Production Technician Program

Chairman Whitmore asked for further questions on the resolution, of which there were none. Chairman Whitmore asked for a motion for approval.

Motion: Fred Monaco
Second: Eric Virkler
Approved: Unanimously

Director's Report: None.

Financial Report: None.

Questions/Discussion: Director Mayforth shared that the transition from WIA to WIOA was fairly smooth. She also apologized for changing the meeting date but she had to wait on the state to get all the board members certified.

Chairman Whitmore asked the board members their opinion on the new minimum wage increase. A lengthy discussion ensued.

Next Meeting Date: The next meeting is scheduled for December 16th, 2015. Location and time are to be determined.

Adjournment: Chairman Whitmore asked for a motion to adjourn the meeting. Ms. Rolfe made the motion and Mr. Hagemann seconded it, all were in favor. The meeting was adjourned at 12:48 pm.



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Attendance:

Current Members: George Anderson, Michael Britt, Eric Burch, Matthew Cooper, Robert Hagemann, Cheryl Mayforth, Fred Monaco, Lynn Murray, John O'Driscoll, June O'Neill, Sandy Petrillose, Jody Pettit, Christine Rolfe, Michael Schantz, Dale Stehlin, Stephen Todd, Carol Urbanowicz, Eric Virkler, Peter Whitmore, Tracey Yarina

Others in Attendance: Tim Maloney, Courtney McIntosh