

Board Meeting Minutes

December 20, 2017

Hilton Garden Inn, 1290 Arsenal Street, Watertown

7:45 AM

Call to Order

Chairman Cooper called the meeting to order at 8:07 AM. He welcomed Jefferson Community College President Ty Stone to her first meeting and began a roundtable introduction of members.

Privilege of the Floor

Chairman Cooper invited members to the privilege of the floor. All declined.

Approval of Minutes

Chairman Cooper asked for corrections to or discussion of the minutes for the September 20, 2017 Board meeting. There were none. Chairman Cooper next asked for a motion to approve the minutes. Mr. Alexander made a motion. Mr. Schantz seconded. All were in favor.

Chairman Cooper asked for corrections to or discussion of the minutes for the November 27, 2017 Executive Board meeting. There were none. Chairman Cooper next asked for a motion to approve the minutes. Mr. Hagemann made a motion. Mr. O'Driscoll seconded. All were in favor.

Correspondence

Executive Director Mayforth reported that no correspondence had been received.

One-Stop Operator Report

One-Stop Manager Tim Maloney discussed the statistics of both the Jefferson County One-Stop and the Lewis County One-Stop. Reports included both the number of customers seen and the number of services provided by each county. The numbers did not include customers who are not registered with the One-Stop but use the Resource Room, attend workshops, attend ACCES-VR orientations, Job Corps orientations, Open Recruitments and our SYEP participants who were registered at the end of June but worked during the last quarter. He also touched base on the business conducted by both One-Stops for the past quarter.

Financial Report

Executive Director Mayforth praised Principal Account Manager, Penny Avenengo, as a great asset to the Department of Employment & Training. She emphasized that 80% allocation must be spent in a program year, and that 20% may roll over. Program Year 17 funds are on track, as the 20% roll over funds are being spent before the newly allocated funds. She also explained how grant money has been spent. Chairman Cooper asked about the differences in DW funds from PY16 to PY17. Executive Director Mayforth explained that funds were carried in from PY16 to PY17.

Director's Report

Executive Director Mayforth stated that a labor shortage will be the next hurdle for the Jefferson and Lewis county areas. This is in part to the retirements of the baby boomer generation. Unemployment numbers

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continue to result low. Seasonal employment affects unemployment rates. Recent events were discussed such as Tomorrow's Workers - Addressing the Skills Gap, Second Chance Employment - Next Steps, the National STEM Conference, the NYATEP Conference, Manufacturing Day, and Workforce 2020. She also discussed the P-TECH program coming to BOCES, the ERN program as a part of the ESPRI grant, the EZ Stak company that will soon open a branch in Watertown, and the donation of funds to the Watertown Urban Mission from The WorkPlace in Watertown from collection at the annual soup luncheon.

New Business

Resolution #17-11 Final Approval of Local & Regional Plans

Chairman Cooper asked for questions on the revised resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Stehlin
Second: Ms. Vink
Approved: Unanimously

Resolution #17-12 Approval of Supportive Services Policy

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Todd
Second: Mr. Virkler
Approved: Unanimously

Resolution #17-13 Definition of Dislocated Worker

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Alexander
Second: Mr. Hagemann
Approved: Unanimously

Resolution #17-14 Eligible Training Provider List Policy

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. O'Driscoll
Second: Mr. Stehlin
Approved: Unanimously

Resolution #17-15 Functional Alignment Policy

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Todd
Second: Mr. Schantz
Approved: Unanimously

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Resolution #17-16 Approval of Individual Training Account Caps and Policy

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Monaco
Second: Ms. Vink
Approved: Unanimously

Resolution #17-17 On-the-Job Training Policy, Procedures and Contract Evaluation Table

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Hagemann
Second: Mr. O'Driscoll
Approved: Unanimously

Resolution #17-18 Priority of Service Policy

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Hagemann
Second: Mr. Alexander
Approved: Unanimously

Resolution #17-19 Jefferson-Lewis Oversight and Monitoring Policy

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Ms. Vink
Second: Mr. Virkler
Approved: Unanimously

Resolution #17-20 Approval of the One-Stop Certification Process

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Hagemann
Second: Ms. Yarina
Approved: Unanimously

Round Table Discussion & Questions

Chairman Cooper invited the members to provide updates and/or questions. Mr. Hagemann began the discussion by mentioning concerns with the minimum wage increase and how it may affect full-time positions. Ms. Pettit gave examples of how these changes, including the soon-to-be implemented Family Leave Act, are affecting business. She also mentioned the change in scheduling in which it will soon be required to have an employee work schedule prepared 2 weeks in advance. Executive Director Mayforth mentioned that this area would be affected since the local economy is weighted heavily on the service sector and that already she has seen a decrease of staff in restaurants. She believes the retail sector will face issues

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in the new year. Mr. Hagemann asked if the WDB could take a stance on the proposal by Governor Cuomo. Executive Director Mayforth stated that the WDB can take a position on the issue. Chairman Cooper suggested drafting a letter. Mr. Hagemann suggested creating a committee to research and compose the letter. Mr. Alexander added that the proposal could hurt small businesses, and other companies as well. He suggested that the committee reach out to community partners, such as the Chamber of Commerce, to take a stand politically rather than as individual organizations. Chairman Cooper suggested that the recent push in ideology does not necessarily fit real world application. Mr. O’Driscoll stated that man laws being passed are taking New York City issues into concern, but that they don’t make much sense for the rest of the state, in particular the North Country. Executive Director Mayforth agreed that not all areas in the state are in agreement on the minimum wage increase. She stated that since minimum wage has increased, the number of jobs has decreased and that affordable housing is not in line with wages. Mr. Schantz reported that recently 2 employees have left to relocate in Syracuse. He believes that inflation will occur due to the minimum wage increase and that the unemployment rate will increase also.

Some members agreed that New York State is a hostile environment for economic development and the retention of employees is proving increasingly difficult.

Next Meeting

The next meeting is scheduled for Wednesday, March 21, 2018 at the IBEW located at 25001 Water Street, Watertown at 7:45 AM.

Adjournment

Chairman Cooper asked for a motion to adjourn the meeting. Mr. Schantz made the motion. Mr. Hagemann seconded the motion. All were in favor. The meeting was adjourned at 9:33 AM.

Attendance

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| Donald Alexander | John O’Driscoll | Stephen Todd |
| Matthew Cooper | Jody Pettit | Deborah Vink |
| Robert Hagemann | Michael Schantz | Eric Virkler |
| Cheryl Mayforth | Ty Stone | Tracey Yarina |
| Fred Monaco | Dale Stehlin | |

Others in Attendance

Lisa Hetzner
Tim Maloney
Corrie Peckham