

PRIVATE INDUSTRY COUNCIL
MINUTES OF THE AUGUST 26, 1998 MEETING

A regular meeting of the Private Industry Council was called to order to Chairman Lynn Blevins at 6:30 PM, Wednesday, August 26, 1998 at the Clearview Restaurant, Gouverneur, NY.

Members Present: Jack Backus, Douglas Beachard, Lynn Blevins, Richard Callan, Sue Caswell, Greg Davis, Richard DeLaPorte, Ron McDougall, Joanne Novak, Nicole Scott

Members Absent: Maureen Buck, Jim McFaddin, Peter Phelan, Linda Randi, Robert Snider

Others Present: Edmund Russell, Raymond Fountain, Stephen House, John Manson and Natalie Haggart of the Office of Economic Development; and Tony LaGatta of NYSDOL.

DISCUSSION ON WORKFORCE DEVELOPMENT BOARDS

Mr. Blevins welcomed everyone to the meeting. He stated that Mr. McDougall was going to be delayed and wanted to have a brief discussion on the makeup of the Workforce Development Board. Mr. Russell stated that the PIC is presently made up of 15 members, and the planned Workforce Development Board will consist of between 23 and 26 people. Three to four members of the Board, depending on the total Board number, need to be union representatives or Community Based Organization's (CBO's). The new Board also needs a Veterans' Representative and an Older Worker, both of whom need to come from the Private Sector. The Board also will need two educational representatives and a Department of Labor representative. Mr. Russell stated this latter appointment would be discussed at the next meeting when Wanda Kucera is scheduled to give her presentation on the employment service status. If the Board is to consist of 23 members, 12 must be from the Private Sector and 11 from the Public Sector. Right now there are 9 members from the Private Sector.

Mr. Blevins noted that he is looking for input on how to recruit people to serve on the Board. Mr. LaGatta added that recruitment is no problem, as long as the nomination process is done appropriately. Mr. Russell explained that, when soliciting input for Private Sector nominations, the new legislation states Private Sector can mean individual business owners, CEO's, CFO's, or anyone within a private corporation that has hiring/firing/training responsibility within the corporation. Some nominations have already been received. Mr. Russell stated the bylaws establish fixed and staggered terms, so about 1/3 of the Board members' terms will expire each year.

Mr. Russell explained the nomination process. He stated nominations go to Committee. Legislators can also nominate. If the Legislators nominate people, it goes back to Committee. Then the Committee will refer the names to the full Board of Legislators for approval.

Mr. Blevins indicated he would like to receive nominations as soon as possible and then he will forward them to Mr. Russell. In response to a question posed to him, Mr. Russell stated that there is no limit to the number of names submitted to the Legislature. He added that it is important to avoid over-representation in one geographic area. It is a struggle to get representation from, e.g. Star Lake and Cranberry Lake areas.

Mr. Beachard inquired as to the status of the Labor Representative(s). Under the new Board, four are needed. Not all have to be union; some can be Community Based Organization. 15% of the Board must be combined Labor and CBO.

Mr. Blevins asked for nominations within the next two weeks. He expected to have the new Workforce Development Board in place by December.

Publicity for the new Board was then discussed. Mr. Russell stated that there should be a higher level of visibility, and suggested a “roll out” for the organization. He suggested possibly a breakfast each month in each area of the County, and use of PIC members’ good offices. Other suggestions included: issuing more press releases; holding educational seminars for employers; booths at Job Fairs and Labor Fairs; better utilization of the St. Lawrence County Chamber of Commerce and local Chamber offices. Mr. Fountain added that in the Welfare-to-Work Grant and the One-Stop Competitive Grant, there are budgeted line items called Employer Focus Groups. Money from this line item is to be used for just this reason.

Mr. Blevins suggested issuing a press release on St. Lawrence County’s performance in comparison to other SDA’s in New York State (3rd highest in the State) and in comparison to other SDA’s in the United States (top third in the country). Mr. DeLaPorte commended staff on the Summer Youth Program press releases he has seen.

AGENDA ITEMS

Mr. Blevins opened the meeting at 7:00 PM.

- Minutes: Since the last meeting did not reach a quorum and, therefore, no official business could be conducted, there were no minutes to approve.
- Financial Report: There was no financial report available at this meeting.
- By-laws Committee Report: Mr. Russell gave a brief overview of the by-laws changes to the by-laws. He reported that advance-meeting notices shall be mailed 14 days prior to any meetings. There will be seven (7) regular meetings each year, as opposed to the previous five. Special meetings do not require 14 days notice. PIC members may request items be put on agenda with prior notice. However, they may be added to the agenda at the meeting if no member has an objection. The agenda is set by the chairman. Voting by proxy is prohibited. Under the new by-laws, the Workforce Development Council of St. Lawrence County shall select a staff, including an Executive Director, of its own choice. The Chairman of the Council must be from the Private Sector. One of the officers must be drawn from the Public Sector.
- Old Business - Resolution Adopting Revised By-Laws: The resolution was moved by Mr. Beachard, and seconded by Mr. Davis. The resolution passed unanimously.
- New Business – Resolution Adopting Title III Needs-Related Payments Policy: Mr. Fountain explained that this resolution is a continuation of a January, 1998 resolution, which just defined a Needs-Related Payment. This resolution provides a formal outline of the policy’s procedure and addresses student responsibilities. Mr. Fountain added that, in a related matter, the office was awarded a \$574,000 WA-DISC grant to serve dislocated workers. Mr.

Davis inquired about the 2.5 GPA requirement – if it was per semester or per year. Mr. House responded that the first semester a student drops below the 2.5 GPA, he/she is placed on probation. If, after the next semester, the student has failed to meet the 2.5 GPA requirement, his funding is stopped. Should a 2.5 GPA be achieved the following semester, the payments are reconsidered. He added, however, that there are circumstances that may result in a waiver of the 2.5 GPA, these being illness, home circumstances, etc. The resolution was moved by Ms. Caswell and seconded by Mr. Davis. The resolution passed unanimously.

- Comparison of JTPA Legislation with Workforce Investment Act: Mr. Russell highlighted the changes that will occur as a result of the passage of the Workforce Investment Act, including changes in structure and funding streams, changes in target populations, changes in responsibilities of Workforce Development Board in appointing or designing the One-Stop. He added that vouchers for training would be used, whereby a client would take a voucher to any legitimate training vendor. Mr. Russell noted that the new system would be performance driven; the Secretary of Labor would negotiate with each state on performance levels and each state in turn would negotiate the performance standards with each local area. Mr. Fountain noted that under the new legislation, any three (3) agencies can be considered a one-stop.

Mr. Beachard asked about improving customer access at the One-Stop Career Center. Mr. Russell informed Council members that BOCES, in negotiating the renewal of its lease term, would require the landlord to provide first floor space which would provide the One-Stop with an improved front door

- Additional Materials: Materials included in the meeting package were discussed.
 - ✓ One-Stop Career Center Report Card - Mr. Russell stated the report card is still a “work in progress.” The Report Card shows that people using the One-Stop Career Center are satisfied with the services they receive. Mr. Fountain said the report card is based on the continuous improvement model. He stated David Williams was currently trying to obtain county and state instruments used to measure customer satisfaction. He also added that the office is currently surveying OJT agencies used in PY97 for their input. Fifty-eight agencies used JTPA OJT contracts to employ 100 clients. A final report should be available by the end of the year. The office will be surveying TEAP OJT contracts in the near future.
 - ✓ Summer Youth Employment Summary - Mr. Russell reported that Tony LaGatta has been conducting Summer Youth Program monitoring. Mr. Russell expects that a full report of the Summer Youth Program will be available at the next meeting. Mr. Fountain added that in the past, all Summer Youth Program participants were pre-tested on math and reading levels. Based on the results of these tests, certain youth were given remediation. At the end of the program these youth were again tested to track their math and reading levels. This year, all Summer Youth Program participants were tested post-program.
 - ✓ CREW Project Summary – Mr. House reported he receives periodic CREW updates from Tony Zappia. He noted that 49 CREW members are still working at ten (10) different sites. The St. Lawrence Trail has been finished with the help of YCC and

they are working now on other County trails (including snowmobile trails) in Lawrenceville, Parishville, and Colton. The program is slated to end October 31. Mr. House indicated that Mr. Zappia would keep him updated and would provide final numbers when done. In response to a question from Mr. Beachard, Mr. House indicated he knew of 12 sites (municipalities) that hired CREW members.

- Chairman's Comments: Mr. Blevins asked Mr. Backus to comment on his questions stemming from a want-ad in the newspaper for a farm-hand. He questioned, if the Council is market driven, do our programs address these types of jobs. Mr. Manson stated that his unit is doing an OJT contract with a Canton farm effective this Monday. Mr. Fountain noted that farming jobs, while they usually pay good wages, involve staggered and split shifts (3 hours in the morning, 3 hours at night). Mr. Blevins suggested one direction the Council might take is to get a person from the farm industry to sit on the PIC. Members had various suggestions on ways to contact an appropriate person, from speaking with the Farm Bureau to obtaining information from Cooperative Extension. Mr. Russell stated that an inventory of skills is needed, and programs need to be structured to address these gaps.

Mr. Blevins then reminded members the next meeting is scheduled for September 30. The Joint PIC meeting (with Jefferson County PIC) is scheduled for October. Mr. Russell suggested inviting or contracting a speaker to discuss new legislation at the joint meeting. Mr. Russell proposed that the meeting be held either October 13 or 14, or October 20 or 21. He asked members to check their schedules and advise him of any problem dates. Ms. Novak suggested it might be a good time to invite Board nominees, giving nominees an opportunity to get acquainted with the organization.

Mr. DeLaPorte moved on a formal motion to congratulate the Staff and Executive Director on their SDA performance in comparison to other SDA's in New York State and in comparison to other SDA's nationally. Seconded by Ms. Caswell. Passed unanimously.

A motion to adjourn the meeting was moved by Mr. DeLaPorte and seconded by Mr. McDougall. The meeting adjourned at 8:25 PM.

Respectfully Submitted,

Sue E. Caswell,
Secretary