

WORKFORCE INVESTMENT BOARD
MINUTES OF FEBRUARY 28, 2001 MEETING

A meeting of the Workforce Investment Board was called to order by Chairman Lynn Blevins at 6:25 PM, Wednesday, February 28, 2001 at The Glass Onion, Canton, New York.

Members Present: Jack Backus, Genevieve Baxter, Lynn Blevins, John Bogosian, Don Brining, Sue Caswell, Greg Davis, Ron McDougall, James McFaddin, Joanne Novak, Walt Paul, , Linda Randi and Tim Weaver.

Members Absent: Doug Beachard, Richard Daddario, Donald Hooper, Joseph Kennedy, John Lancaster, Peter Phelan

Others Present: Edmund J. Russell, Jr., Raymond Fountain, John Manson, Jim Connor, Ed Short, Steve House and Gretchen Wood of the Office of Economic Development. Ann Woodroe, New York State Department of Labor; Stephen Novacich, VESID.

CHAIRMAN'S COMMENTS

Chairman Blevins welcomed all members to the meeting and introduced Ann Woodroe from the New York State Department of Labor and Stephen Novacich from VESID. On behalf of the Board, Chairman Blevins presented Mr. Davis with a gift recognizing his efforts and participation throughout the years on both the WIB and the PIC.

National Association of Workforce Boards (NAWB) meeting in Washington, DC Chairman Blevins, Ms. Caswell, Ms. Novak, Mr. Hooper, Mr. Russell, Mr. Fountain and Mr. Williams all attended this year's conference from February 24 through February 27. Chairman Blevins will address the information discussed and obtained from the Washington conference at future meetings.

Chairman Blevins added that implementing a Committee structure is proving to be useful for other WIBs in the country. Future topics for discussion are Workforce Investment Board promotion and the recruitment of members from the private sector.

MINUTES

Moved by Mr. McFaddin and seconded by Mr. McDougall, the minutes of the December 6, 2000 meeting were accepted. Approved unanimously.

FINANCIAL AND PARTICIPANT REPORT

The Financial and Participant Report for Quarter ending December 31, 2000 was available to Board members in their packet. There was no comment or discussion.

OLD BUSINESS

Resolution Authorizing Award of Contract for Year-Round Youth Program (Youth Committee)

Mr. Paul reported on behalf of the Youth Committee. Under the Workforce Investment Act, eligible providers of youth activities may be awarded grants or contracts on a competitive basis. The Youth Council prepared a Request for Proposals for implementing the youth employment and training programs to which St. Lawrence-Lewis BOCES responded. After conducting a full review of the BOCES proposal, the Youth Council recommended that it be brought to the full Board for their consideration and action.

Mr. Paul stated that a consortium of providers, working on a contractual basis with BOCES, will serve fifty at-risk youth through GED and alternative education programs. Work place mentoring and work experience will be offered as well as special needs addressment (through VESID) and alcohol and substance abuse services (through SEACAP) will be available. Mr. Paul stressed the need for these services to be provided, especially to out-of-school youth. Sharon Tupper has been chosen as the point-of-contact for BOCES and already has an office at the One-Stop Career Center.

A brief discussion ensued regarding the proposed budget amount versus the number of youth to be served and what exactly the training will entail. Mr. Paul also noted that the Board of Regents is moving forward with national certification programs. Mr. McFaddin moved, seconded by Mr. Weaver. The motion passed unanimously with Mr. Paul's abstention.

Resolution Authorizing Certification of Eligible Training Providers (Policy No. 4-A)

Mr. Russell stated that the Workforce Investment Board continues to receive requests from eligible training providers to be added to the Provider List. At the present time there is no reason not to add providers to the list until performance standards can be reviewed. Once a provider is certified by the WIB, they are eligible to provide services throughout New York State. Mr. Fountain added that all providers will be up for recertification in April, 2002. Mr. McFaddin moved, seconded by Ms. Novak. The motion passed unanimously.

NEW BUSINESS

Resolution Authorizing Coordinated Business Effort (Marketing Committee)

Mr. Brining reported on behalf of the Marketing committee. The Committee is concerned that Partners continue to market individual programs rather than the One-Stop system concept. The Committee has discussed the need for a single business card for all members of the Partner agencies which would identify them with the One-Stop making a more unified image. The goal is to reinforce the concept of the One-Stop as a single system rather than a composite of separate systems Ms. Novak briefly added that she attended a marketing workshop at the NAWB Conference which stressed unifying the System rather than promoting individual agencies or programs.

Mr. Brining stressed that the Committee believes that a formal procedure for a single point of contact with employers must be put in place. Mr. Paul asked about what types of services the resolution reflected. Mr. Brining stated that they are all the services required under WIA legislation. Mr. McFaddin moved, seconded by Mr. Weaver. The motion passed unanimously.

Proposed By Laws modifications (Executive Committee)

Ms. Novak reported on behalf of the Executive Committee. In the proposed draft document, deletions were noted by strikethrough and changes were in bold italics. Ms. Novak stated that the Executive Committee paid careful attention to be sure to reflect the Workforce Investment Act legislation when reviewing the current bylaws. Any suggestions, changes or issues are welcome from Board members for future incorporation and full Board review.

Article I—Authorization: Inclusion of St. Lawrence County Board of Legislators resolution number authorizing the St. Lawrence County Workforce Investment Board.

Article VI—Officers: In order to reflect WIA legislation, the Vice-Chairperson should be selected from the private sector and at least one member of the officers will be selected from other than the business sector.

Article VIII—Meetings: The Agenda for the WIB meetings has committee reports following Chairman's comments and moves staff reports to the end of the Agenda.

Article IX—Committees: The Executive Committee believes the by-laws in addition to listing the committees should also outline committee functions and responsibilities.

Consent Agenda (Executive Committee)

Chairman Blevins reported on behalf of the Executive Committee. A consent agenda can be used to expedite meetings by authorizing approval of multiple items at one time that require no discussion.

Comprehensive Economic Development Strategy (CEDS) committee

Mr. Russell stated that the St. Lawrence County Board of Legislators passed a resolution authorizing the current WIB board to join the existing CEDS committee. The current CEDS Update will be reviewed and presented to the Board at a future meeting. The Executive Committee will discuss how the WIB will function as part of the CEDS committee and make recommendations to the full Board.

Mr. Russell informed the Board that the CEDS committee is charged with the economic development planning efforts for the County aimed at improving the quality of life and enhancing employment opportunities. Projects approved by the CEDS are ranked and listed for funding consideration by the Economic Development Administration. Some examples of successful projects are the Massena Industrial Park and the OBPA industrial access road to the Chatham Forest Products facility.

COMMITTEE REPORTS

Marketing Committee

Mr. Brining briefly discussed the web page project and the information that will be listed regarding the Board and the One-Stop system.

STAFF REPORTS

Second Quarter One-Stop Report Card

Mr. Fountain stated that the decline in customer satisfaction as reflected in the report card may be reflective of the low numbers of customers (7) surveyed and may not be statistically valid. Customer satisfaction will continue to be vigorously monitored. Mr. McFaddin inquired about a suggestion box for those who are not registered into the System. Mr. Fountain stated that there is a suggestion box at the Front Door and that the overall results from there have been positive. The dislocated workers now being served by the One-Stop are primarily from Appleton. These individuals are beginning to compare WIB services they are receiving with those of JTPA which served an earlier group of Appleton dislocatees. JTPA benefits were more generous and staff is now dealing with expectations of service which are not available under WIA.

MEMBERSHIP COMMENTS

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Chairman Blevins thanked Board members for attending the meeting. On motion of Mr. McFaddin and seconded by Ms. Caswell, the meeting adjourned at 7:30 PM. Motion passed unanimously.

Respectfully submitted,

Joanne M. Novak, Esq.