

**WORKFORCE INVESTMENT BOARD
MINUTES OF SEPTEMBER 29, 2004 MEETING**

A meeting of the Workforce Investment Board was called to order by Chairman Donald Hooper at 6:16 PM, Wednesday, September 29, 2004, at the GranView Restaurant, Ogdensburg.

Members Present: Jack Backus, Doug Beachard, Lynn Blevins, Sue Caswell, Rich Daddario, Bruce Green, Donald Hooper, Joseph Kennedy, Linda Manchester, Joanne Novak, Ron McDougall, Steve Novacich, Tim Weaver

Members Absent: Genevieve Baxter, Don Brining, Ken Garwood, Mike Noble, Steve Novacich, Walt Paul, Linda Randi, Ryan Schermerhorn, John Tubbs

Others Present: Raymond H. Fountain, Jr., Patrick J. Kelly, Natalie Haggart, Steve House, Ed Short and Dave Williams, of the Office of Economic Development; Todd Doherty of the NYSDOL; and Tom Plastino, Citec.

MINUTES: Moved by Mr. Daddario and seconded by Mr. Backus, the minutes of the May 19, 2004 and September 15, 2004 meetings were approved unanimously.

CHAIRPERSON'S REPORT: Mr. Hooper commented on the recent Strategic Planning meetings, noting that valuable discussions have taken place on where the WIB is and where the WIB would like to be. He introduced Tom Plastino.

Mr. Plastino thanked the membership for their responses to the confidential questionnaire. He noted that survey responses all recognized the professionalism and knowledge of WIB staff. Mr. Plastino added that the WIB is searching "with engagement" to determine its role in WIA. A third (and presumed final) meeting will take place with the membership. At that point, the WIB will present its plan of recommitment to the WIB staff. The date of this meeting has been set for Tuesday, October 12. The 6:00 PM session will bring absent members "up to speed" and the Strategic Planning session will begin at 6:30 PM. This meeting should take 2 to 2 ½ hours. Mr. Hooper noted that all members are invited and all ideas are welcomed/needed.

COMMITTEE REPORTS:

Marketing & Quality Assurance Committee: No report.

Youth Committee: Ron Faucher reported briefly on the September 24th Youth Council meeting, noting Youth Council attendees forwarded a resolution to extend the Community Brigade Year Round Contract. He reported the Council also reviewed the Summer Youth program statistics.

Services Committee: No report.

Executive Committee: Mr. Hooper reported that the Executive Committee met on July 14th to review the items submitted this evening.

CONSENT AGENDA:

Resolution "Certification of Eligible Training Providers:" Mr. Fountain noted that those training providers who had been previously approved by another local Workforce Investment Area were already on the State's listing of training providers. After discussion by the membership, it was decided that this resolution would be modified to indicate that the St. Lawrence County WIB

would not approve training providers that were already approved by another local Workforce Investment Area. Moved by Mr. Blevins and seconded by Dr. Kennedy, the resolution (as revised) passed unanimously.

OLD BUSINESS:

Resolution “Adopting Revised Bylaws:” Mr. Backus explained that the WIB Nominating Committee was proposing an amendment to the current bylaws, which would remove term limits on WIB officers. There was a lengthy discussion regarding setting a different Officer term limit as opposed to removing the term limits altogether. Discussions also arose regarding the term of service for each officer (one or two year terms). Dr. Kennedy motioned for revision of Article VI, Item 4 of the current bylaws to reflect Officers’ service of two (2) year terms; and Article VI, Item 5 of the current bylaws to reflect a limit of the number of consecutive terms of service to two. Seconded by Mr. Blevins. The resolution passed unanimously.

Report of Nominating Committee/Election of Officers: Mr. Backus spoke on behalf of the Nominating Committee (Mr. Backus, Mr. Beachard, Ms. Caswell). Mr. Backus put forth a motion recommending the WIB keep its current slate of officers (Don Hooper, Chairman; Sue Caswell, Vice-Chairman; Joanne Novak, Secretary; Ron McDougall, Treasurer). Seconded by Mr. Daddario, the motion passed unanimously.

Resolution “Authorizing Modifications to the: Five Year Plan, Supportive Services Policy and OJT/Customized Training Policy:” Mr. Hooper explained that this resolution reflects the services under the Trade Act Reform Act of 2002. Previously administered by the NYSDOL, these services will now be administered locally. This resolution allows an integration of Trade Act requirements with the Five Year Plan, Supportive Services Policy and OJT/Customized Training Policy. Mr. Williams provided a brief history of the Trade Act of 1974 and the 2002 reform, noting these issues deal with global competition and subsequent worker displacement. Anyone (displaced workers, businesses, unions, etc.) can file a WARN notice with the Department of Labor for their review and determination if services can be provided under the Trade Act. Once determined eligible, the local area receives certification to proceed with these services. Some of the services are determined locally, but most (training, UI extension, mileage reimbursement, etc.) are set by law. Moved by Mr. Blevins and seconded by Mr. Backus, the resolution passed unanimously.

Resolution “Modifying the Workforce Investment Act Budget for St. Lawrence County Office of Economic Development Employment & Training Unit:” Mr. Fountain explained that this resolution modifies the E&T budget to reflect funding received for Trade Act Reform Act services. Moved by Mr. McDougall and seconded by Mr. Backus, the resolution passed unanimously.

Resolution “Extending Contract for Year Round Youth Service Provider:” Mr. Faucher explained that this resolution would extend to June 2005 the contract for Community Service Brigade. This provider places 7 to 12 youth in supervised community service activities. Moved by Mr. St. Thomas and seconded by Mr. Blevins, the resolution passed unanimously.

Resolution “Committing On The Job Training Assistance to BreconRidge, Inc.:” Mr. Kelly explained that BreconRidge wanted to expand its services to add manufacturing. One hundred jobs are expected to be created over the next 3 ½ years, with an average salary of \$30,000. Mr. Kelly noted that this financing package included OBPA, Empire State Development and the St.

Lawrence County IDA. Mr. Daddario expressed a desire to be assured that the company would keep to the wage and employment levels it promised. Mr. Fountain noted that each OJT contract is negotiated individually and outlines wages and fringe benefits, such as health insurance. Mr. Blevins recommended that these businesses could speak to the WIB prior to committing funds. All members agreed that job retention and benefits are an issue to address. Mr. Kelly noted that the WIB's investment is not with the company, but in training the workforce. Mr. Novacich expressed concern that the WIB is addressing a policy they have already addressed. Moved by Mr. Blevins and seconded by Dr. Kennedy, the resolution passed unanimously.

NEW BUSINESS:

Mr. St. Thomas announced that GM Powertrain workforce would be experiencing a 2-week layoff beginning the end of October and continuing through the first week in November. All are expected to return to work after the layoff. In response to a question by Board members, Mr. St. Thomas noted that all employees would be entitled to sub-pay and UI the first week; and then one paid holiday (November 2), with UI and sub-pay the second week.

Mr. Green asked about the effect the OSHA violations have had with St. Lawrence Food. Mr. Fountain noted that there was no effect at this time. Present and future commitment workforce levels remain unchanged.

STAFF REPORT:

Mr. Fountain reported briefly on his 9/29 WIB Directors' meeting in Albany. He reported that the PY03 Report Card had been reviewed. The St. Lawrence County WIB met 17 of its 18 required standards, missing the Replacement Wage for Dislocated Workers standard. In response to a question from Mr. Daddario, Mr. Fountain noted that, to his knowledge, Jeff-Lewis County and the Franklin-Essex-Hamilton County areas met all of their standards. He added that the missed standard has been, historically, the most difficult to meet. Mr. Fountain will forward a copy of the Report Card to members.

Mr. Fountain reported that Government Day was scheduled for tomorrow (9/30). Ms. Haggart explained that this year the Government Day Committee wanted to target St. Lawrence County youth. Approximately 500 local school students are scheduled to arrive for tours of the Human Services Center, Public Safety Complex and Court House. The One-Stop is providing guided tours of the One-Stop and Resource Room.

Mr. Hooper noted that the next scheduled WIB Board meeting will be moved to Wednesday, November 17th, to avoid the Thanksgiving holiday week.

EXECUTIVE SESSION: None

ADJOURNMENT: On motion of Mr. Beachard and seconded by Mr. Daddario, the meeting adjourned at 7:50 PM.

Approved:

/s/
Joanne M. Novak, Esq.