

**ST. LAWRENCE COUNTY WORKFORCE DEVELOPMENT BOARD  
RECORD OF ACTION  
June 13, 2018**

**CALL TO ORDER:** Mr. Blevins called to order the regular meeting of the St. Lawrence County Workforce Development Board at the Human Services Center in Canton at 8:00 a.m.

Members Present: Jack Backus, Lynn Blevins, Sue Caswell, Chris Cooper, Rich Daddario, Ruth Doyle, Dave Evans, Peggy Fockler, LouAnne King, Ron McDougall, Daphne Pickert, Dale Rice, John Roome, Dallas Sutton, Zvi Szafran and Eric Tessmer.

Others Present: Tom Plastino – WDB, Jennifer Free – WDB, Penny Scott – WIOA, Anthony Hayden – NYS DOL, Seth Belt – NYS DOL, Jennifer Rowledge – BOCES, Greg Hart – WDI.

Absent: Pam Dority, Don Hooper, Peter Reiter, Ryan Schermerhorn, Thomas Sullivan, Ellie Sullivan-Stripp and Leo Villeneuve.

Mr. Blevins reported that the annual meeting of the Workforce Development Board will be rescheduled to September 12, 2018 as opposed to today's date. A committee consisting of Ms. Caswell, Mr. Backus and Ms. King was formed for nomination of officers at that time.

**MINUTES:** Ms. Pickert moved and Ms. Doyle seconded a motion to accept the April 11, 2018 meeting minutes; approved unanimously.

**EXECUTIVE SESSION:** Ms. Pickert moved and Mr. Cooper seconded a motion to go into executive session at 8:04 a.m. in order to discuss personnel issues relating to particular employees. The regular meeting of the full Workforce Development Board re-commenced at 8:15 a.m.

**NEW BUSINESS:**

**Establishing the Workforce Innovation and Opportunity Act Budget for PY 2018:**

Resolution Establishing the Workforce Innovation and Opportunity Act Budget for PY 2018: Moved/seconded by Cooper/King; approved unanimously; 16 ayes/0 nays/0 abstentions.

**OLD BUSINESS:**

**Revising the Policy on Reporting Instances of Suspected Fraud, Program Abuse and Criminal Conduct:**

Resolution Revising the Policy on Reporting Instances of Suspected Fraud, Program Abuse and Criminal Conduct: Moved/seconded by Doyle/Daddario; approved unanimously; 16 ayes/0 nays/0 abstentions.

**Establishing Contracts for Year Round Youth Service Providers:**

Resolution Establishing Contracts for Year Round Youth Service Providers: Moved/seconded by McDougall/King; approved with 1 abstention; 15 ayes/0 nays/1 abstentions (David Evans).

**Modifying the PY17 Workforce Innovation and Opportunity Act Budget:**

Resolution Modifying the PY17 Workforce Innovation and Opportunity Act Budget: Moved/seconded by Doyle/Caswell; approved unanimously; 16 ayes/0 nays/0 abstentions.

**NEW BUSINESS:**

**Adopting a Youth Work Experience Policy:**

Resolution Adopting a Youth Work Experience Policy: Moved/seconded by Pickert/Cooper; approved unanimously; 16 ayes/0 nays/0 abstentions.

**Complying with Technical Advisory #18-4 Dealing with Processing Non-Criminal Complaints and Grievances:**

Resolution Complying with Technical Advisory #18-4 Dealing with Processing Non-Criminal Complaints and Grievances: Moved/seconded by Caswell/Cooper; approved unanimously; 16 ayes/0 nays/0 abstentions.

**Adopting a Cost Sharing or Matching Policy:** It was noted that the resolution should read “Adopting a Cost Sharing *and* Matching Policy”.

Resolution Adopting a Cost Sharing or Matching Policy: Moved/seconded by McDougall/Caswell; approved unanimously with amendment noted above; 16 ayes/0 nays/0 abstentions.

**NEXT MEETING:**

The next meeting of the Workforce Development Board is scheduled for September 12, 2018.

**ADJOURNMENT:** Moved by Mr. Daddario and seconded by Mr. Sutton; the meeting adjourned at 9:15 a.m. by unanimous consent.