

Executive Board Meeting Minutes

March 7, 2018

The WorkPlace

The Jefferson-Lewis Workforce Development Executive Board met on Wednesday, March 7, 2018 at The Workplace located at 1000 Coffeen Street, Watertown. All members were present: Matt Cooper, Chair; Mike Britt, Vice-Chair; Mike Schantz, Vice-Chair; and John O'Driscoll, Secretary. Tim Maloney, One-Stop Operator/Provider, was also in attendance.

Director Mayforth gave an update on a meeting with businesses in regards to issues discussed at the last board meeting. Cheryl contacted the GWNC Chamber of Commerce and due to personnel changes and scheduling of their Economic Forecast event, the Chamber was unable to partner at the time.

Tim Maloney provided the One-Stop Operator/Provider report for the quarter, 10/1/17 – 12/31/17. The report will be posted on the website, <http://www.co.jefferson.ny.us/index.aspx?page=74>, and also presented to the full WDB during the March 22, 2018 meeting at the IBEW at 25001 Water Street, Watertown.

Director Mayforth provided an update on the issue concerning the Lewis County Office being in an overspent situation. This occurred because the office billed more staff time than their submitted budget. To correct the situation, fiscal staff needs to re-distribute staff allocation according to the budget. This can be corrected; and a conference call is being set up. Penny Avenengo, Jefferson County Fiscal person, has brought this to the attention of the fiscal staff in Lewis County. Director Mayforth made the Executive Board aware of the situation in the event a bill for the overspent funds needs to be presented to the Lewis County Legislators. Regulations state that WIOA funds cannot be used to repay misspent WIOA funds. This would be the responsibility of Lewis County.

The Jefferson-Lewis WDB has submitted a proposal to be the regional Title V recipient and administer of the New York State Grantee Senior Community Service Employment Program. The region will consist of Jefferson, Lewis, and St. Lawrence counties. All three OFA directors have agreed to the arrangements should the JL-WDB become the grantee. The amount of the funds would be for \$295,018.00 for PY 18; and the agreement would be for 5 years with amounts to be determined for each subsequent program year.

As announced by the Governor's office, the Jefferson County Department of Employment & Training has been awarded an ESPRI grant for \$175,000 for the establishment of the Employer Resource Network (ERN).

The area has been awarded \$35,000 for the administration of the Pratt Northram summer intern program.

Once again, the area will participate in and support the JCC Business Symposium.

The group then participated in the procedure to certify the Watertown One-Stop Career Center. Cheryl will meet with Eric Virkler at the Lowville One-Stop to conduct the certification process there. The project will be completed by the due date of March 30, 2018.

Meeting was adjourned.