



Workforce Development Board

Bringing Jobs & People Together

A proud partner of the American Job Center network

1000 Coffeen Street
Watertown, New York 13601

Phone: (315) 782-9252

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Board Meeting Minutes.

June 20, 2018

7:45 AM

Tughill Vineyards, 4051 Yancey Road, Lowville, NY 13367
(315) 376-4336

Call to Order: Chairman Matt Cooper called the meeting to order at 8:02 AM. He welcomed guests Ryan Piche, Brittany Davis, Susan Vellano and Travis Rupert. He then thanked Tughill Vineyards for providing the meeting venue.

Privilege of the Floor: Executive Director Mayforth discussed the \$175,000.00 ESPRI grant received on behalf of Jefferson County DET. She discussed the shrinking job market and the problem employers have with employee turnover costs and retention. The Employee Resource Network, ERN, is gaining national ground in helping employees work with their employer to stay with the job they already have. She introduced: Employer Resource Network Success Coach, Susan Vellano

Guest Speaker: Susan Vellano discussed the history and background of the ERN Success Coach position created due to the communication breakdown between employees and employers. Launching the 1st week of August, there are currently 4 local business involved who will receive a 50% subsidy thru the grant.

Mr. Hayden asked what the credentials were for the Success Coach position.

Ms. Vellano stated employees are hired based on life/college experience, they are compelled to serve others, they know how to navigate resources within the area, don't take "No", for an answer, and access to territory.

Mr. Alexander asked how success was measured.

Ms. Vellano stated they keep records of resources used, employees helped and turnover #'s.

Mr. Hagemann asked how does this work with Agriculture and the city?

Ms. Vellano stated the discount is a grant for businesses with an employee that lives in the city. Executive Director Mayforth believes there will be an extension on the 1 year grant, it is up in March of 2019.

Approval:

Chairman Cooper asked for corrections to or discussion of the minutes for the June 20, 2018 Board meeting. There were none. Chairman Cooper next asked for a motion to approve the minutes. Mr. Hagemann made a motion. Mr. Todd seconded. All were in favor.

Correspondence: Executive Director Mayforth reported that no correspondence had been received.

One-Stop Operator/Provider Report: Executive Director Mayforth Covered the One Stop Operator Report slide for last quarter for both the Jefferson County One-Stop and the Lewis County



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One-Stop. Reports included both the number of customers seen and the number of services provided by each county. The numbers did not include customers who are not registered with the One-Stop but use the Resource Room, attend workshops, attend ACCES-VR orientations, Job Corps orientations, Open Recruitments, and SYEP participants. The reports also covered the Labor Market Profile for Resident Civilian Labor Force and Nonfarm Employment for NY State, Watertown-Fort Drum MSA and Lewis Co.

Workshops:

Jefferson – 24 (Job Search Overview for UI Customers, Resume, Interview, Civil Service)

Lewis - 6 (Resume, USA Jobs, Work for Success, LinkedIn)

Financial Coaching for Veterans – 27 (18 local, including 12 at Job Club)

Open Recruitments:

Jefferson - 8

Lewis - 5

Events:

Jefferson Business Symposium

Lewis County Job Fair

ERN Launch Luncheon

Career Jam

Mr. Alexander, members and guests congratulated Cheryl Mayforth on her Community Partner Award by the North Country STEM Network.

Financial Report: Executive Director Mayforth, discussed the Financial Services Report that there was a funding increase for PY 17 and for PY 18. These figures are down for Dislocated Workers due to being based on the decrease in UI numbers. Adult funding has increased. Unemployment averages for minimum wage, hourly wage and public assistance benefits. Unemployment was down 1.1% from last year.

Unemployment Insurance (UI) Numbers

Wages: 1/3 of population – average hourly wage \$10.52

UI averages:

March: \$252.00 per week

April: \$248.00 per week

Public Assistance per Month:

Safety Net (SN): \$300

SNAP: \$150

Shelter Supplement: \$500

Family Assistance (FA): \$300 x # of dependents

New Business:

Resolution # 17-24 Membership Renewal – New York Association of Employment and Training Professionals (NYATEP) Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Alexander



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Second: Ms. Vink
Approved: Unanimously

Resolution # 17-25 Nomination/Election of Officers Program Year 2018
Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Hagemann
Second: Mr. Monaco
Approved: Unanimously

Resolution # 17-26 Processing Non-Criminal Complaint/Grievances under Title I of the
Workforce Innovation and Opportunity Act

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Alexander
Second: Mr. Todd
Approved: Unanimously

Resolution #17-27 Membership Renewal National Association of Workforce Boards (NAWB)
Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Ms. Stone
Second: Ms. Pettit
Approved: Unanimously

Resolution #17-28 Transfer of Administrative Funds and Adult Funds

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. O'Driscoll
Second: Ms. Yarina
Approved: Unanimously

Resolution #17-29 Approval of the Program Year 2017 Budget Modification

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Ms. Vink
Second: Mr. Pavey
Approved: Unanimously

Resolution #17-30 Approval of the Budget for Year 2018

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Anderson
Second: Mr. Pavey
Approved: Unanimously with modification

Resolution #17-31 Approval of Youth Services for Program Year 2018



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Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Monaco
Second: Mr. Pavey
Abstentions: Mr. Hagemann
Approved: Unanimously

Resolution #17-32 Approval of Linkage between Jefferson-Lewis Workforce Development Board and Snow Belt Housing Company, Inc.

Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Cheryl Mayforth discussed the need of a linkage between Board and Snow Belt Housing Company, Inc. and the Jefferson-Lewis Workforce Development

Motion: Mr. O'Driscoll
Second: Mr. Murray
Approved: Unanimously

Roundtable Discussion & Questions:

Chairman Cooper invited the members to provide updates and/or questions.

Mr. Anderson spoke about trade negotiations with China and how it is effecting the US

Ms. Stone mentioned the Lewis Co. JCC expansion and facility being built by the FALL 2018 to help address lacking skills in the community

Mr. Hagemann questioned if there would be reappointments for WDB?
Director Mayforth stated yes.

Executive Director Mayforth replied the workforce work group for REDC has met and we are writing a report for early summer to the P3IC community. She will be giving a presentation to the Counties next Friday on \$175 Million that we have yet to get the direction on. NYATEP is working closely with the governor's office and has convinced them the workforce development cannot take place 1X per year. Submit CFA by end of July wait till Dec. it was 18 months before the contract was received. That all we know at this time, when we find out more it will be communicated to all partners.

Staff changes within Jefferson and Lewis Co. Corrie Peckham has moved up from the DET Assistant to the DET Coordinator, she is taking over Business Services. New hire Travis Rupert will be covering Business Services in Lewis County. Travis, Corrie and Aaron Peck, covering the District for the Department of Labor communicate and work closely w/ business partners. Neely Shaw is taking over Corrie's position and Angel has agreed to retool our Job Club and work with barriers to employment.

Mr. Cooper discussed, per the last meeting, has there been any movement in having some involvement or weighing in on the minimum wage for waitress/server position.



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Director Cheryl Mayforth, in April at the State Office Building during an emotional event, believes they got their point across.

Ms Jody questioned on how to deal if it is passed, she has longtime restaurant staff that will be effected by this and are concerned.

Mr. Don Spoke about the relationship with Canadians and communication between members and ongoing activities.

Next Meeting:

Wednesday, September 19, 2018

Location: **Italian American Civic Association**, 192 Bellew Avenue, Watertown, NY 13601

Adjournment:

Chairman Cooper asked for a motion to adjourn the meeting. Mr. Hagemann made the motion. Mr. Alexander seconded the motion. All were in favor. The meeting was adjourned at 9:30 AM

Brittany Davis
Susan Vellano

Attendance

Donald Alexander
George Anderson
Matthew Cooper
Robert Hagemann
Cheryl Mayforth
Fred Monaco
Lynn Murray
John O'Driscoll
David Pavery
Jody Pettit
Ty Stone
Stephen Todd
Deborah Vink
Tracey Yarina

Others in Attendance

Anthony Hayden
Lisa Hetzner
Tim Maloney
Angel Munson
Corrie Peckham
Travis Rupert
Neely Shaw
Ryan Piche