

**Board Meeting Minutes**  
September 19, 2018 7:45 AM  
**Italian American Civic Association**  
192 Bellew Avenue, Watertown, NY 13601

**Call to Order:** Chairman Matt Cooper called the meeting to order at 8:13 AM.

**Guest Speaker:** Susan Vellano gave an update on the ERN Success Coach program. She stated a Success Coach can help lower company's turnover costs, retain good hard working employees and make them more productive by breaking down the communication barrier between the owner/management and the employees. A Success Coach will work with employees to solve life crisis by using resources they may not be aware of or have access to. Susan introduced Linda Johnston as the first Success Coach in the area. They are currently working with CAPC and have worked with 10 employees to date. In a few weeks, they will start working with JRC, and hope to have five or more business's added by the end of 2018. They have already had a few success stories and briefly explained what it is they helped the employees due to avoid the crisis and remain employed and keep morale up.

Mr. Alexander wanted to know if any progress was made in contacting the farming industry. Ms. Vellano explained ERN is in communication and are trying to get them to come onboard, but it is a tough time of year for them to be able to sit and discuss the program. Once harvest season is over, they will have more time.

Chairman Cooper asked – How many business were currently aboard – Ms. Vellano answered, currently there are two.

Mr. Hagemann commented on the success story.

Executive Director Mayforth states the ERN program is a win, win for the businesses and employees, because it helps workers resolve life crisis and enables good workers be able to move up the ladder and out of poverty. She discussed their reliance on Temporary Assistance, the pool of applicants in the current labor force and trends in the North Country.

**Privilege of the Floor:** None

**Approval:** Chairman Cooper asked for corrections to or discussion of the minutes for the September 19<sup>th</sup>, 2018 Board meeting. Mr. Hagemann had a minor correction, “Mr. Hagemann advised that Jefferson County reappointed 10 members to the WDB at its June Board Meeting.” Chairman Cooper next asked for a motion to approve the minutes.

Mr. Hagemann made the first motion, Mr. Pavey was second and all were in favor.

Chairman Cooper asked for corrections to or discussion of the minutes for the September 14<sup>th</sup>, 2018 Executive Board meeting minutes. These minutes are pending approval until next WDB Meeting.

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

**One-Stop Operator/Provider Report:** Mr. Maloney reported on the One Stop Operator Report for last quarter 4/1/18 – 6/30/18, discussing the total number of customers served in both Jefferson and Lewis County. 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 who were registered. He also touched base on the business conducted by both One-Stops for the past quarter, and encouraged board members to read the report.

**Financial Report:** Executive Director Mayforth discussed the Financial Services Report. She stated that businesses are hiring less due to increase in pay. As minimum wage increases employees are being expected to do more because they are being paid more.

Mr. Hayden stated the unemployment numbers are some of the lowest the region has seen.

Ms. Stone commented on how the unemployment numbers show that 1/3 of the population is not making a living wage with the current minimum wage of \$10.40/hour. This puts people at risk of potentially leaving a job to go on Temporary Assistance. She was looking for a comparison to other areas similar to ours.

Mr. Hayden commented on how rural areas pay less, and there is more of a poverty disconnect when trying to accurately make comparisons.

Executive Director Mayforth commented on the robotic milking farm they visited and how it takes only one person on a cellular phone to know the operations of the farm. This is a prime example of how technology is replacing human workers.

**Labor Force Information:**

Executive Director Mayforth states that the unemployment rate is down, but the labor force numbers have not increased.

Ms. Stone had questions on wages and how it effects the economy.

Executive Director Mayforth addressed the question by stating that 22% of the current local population lives in poverty.

Chairman Cooper questioned if it was a state wide issue.

Mr. Hayden stated it was due living in a more rural area and not having all of the resources other non-rural areas have.

**New Business:**

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Resolution # 18-01 Approval of 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: Mr. Stehlin

Second: Ms. Pettit

Approved: Unanimously

Resolution # 18-02 Approval of Membership Renewal - Greater Watertown North Country Chamber of Commerce. Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Ms. Pettit

Second: Mr. Hagemann

Approved: Unanimously

Resolution # 18-03 Approval of Membership Renewal - Lewis County Chamber of Commerce. Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Ms. Pettit

Second: Mr. Hagemann

Approved: Unanimously

Resolution # 18-04 Approval of Membership Renewal - Fort Drum Regional Liaison Organization (FDRLO). Chairman Cooper asked for questions on the resolution. Mr. Hagemann requested the year be corrected to calendar year of 2019, correction notated and changed. He then asked for a motion for approval.

Motion: Mr. Hagemann

Second: Mr. O'Driscoll

Approved: Unanimously

Resolution # 18-05 Approval of Membership Renewal - Transfer of Dislocated Workers Funds to Adult Funds. Chairman Cooper asked for questions on the resolution. There were none. He then asked for a motion for approval.

Motion: Mr. Stehlin

Second: Mr. O'Driscoll

Approved: Unanimously

Resolution # 18-06 Approval of Securing and protecting personal, private and sensitive information. Chairman Cooper asked for questions on the resolution. Mr. Hagemann questioned the reason for resolution 18-06, Director Mayforth referenced the new Technical Advisory from NYSDOL and explained about how securing confidential information has become a policy requiring acknowledgment. Chairman Cooper asked for motion approval.

Motion: Mr. Hagemann

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Second: Mr. Murray  
Approved: Unanimously

**Roundtable Discussion & Questions:**

Chairman Cooper invited the members to provide updates and/or questions. He suggested a theme regarding how FMLA has affected each member.

Mr. Pavey discussed the new bereavement policy and how it will allow employees to take 6 months of leave if necessary. He stated, we could potentially lose a large portion of working people at the same time with his new policy.

Mr. O'Driscoll discussed paid family leave and the issues with taking on the costs.

Mr. Hayden discussed that unemployment is on a record low, it is the lowest in 3 months now. The labor force is also at a record low for the month and is currently shrinking.

Ms. Mayforth discussed the increase in employment automation, and how jobs are being replaced with technology. We have reached the bottom of the available labor pool, with the population shrinking, unemployment at its lowest, and finding qualified hard working individuals is harder with less of a pool to choose from.

Ms. Pettit discussed the "Obama Care" food regulations and how everything is becoming pre-packaged, thus requiring less people to work a position.

**Next Meeting:**

Wednesday, December 19, 2018

Location: Hilton Garden Inn, 1290 Arsenal St., Watertown, NY 13601 (315)788-1233

**Adjournment:**

Chairman Cooper asked for a motion to adjourn the meeting. Mr. Stehlin made the motion. Mr. Anderson seconded the motion. All were in favor. The meeting was adjourned at 9:51 AM

**Attendance:**

Donald Alexander  
George Anderson  
Matthew Cooper  
Robert Hagemann  
Cheryl Mayforth  
Lynn Murray  
John O'Driscoll  
David Pavery  
Jody Pettit  
Patrick Sheppard  
Ty Stone

Dale Stehlin

**Others in Attendance:**

Anthony Hayden  
Tim Maloney  
Corrie Peckham  
Neely Shaw  
Lynn Pietroski  
Susan Vellano  
Linda Johnston