

**Executive Board Meeting Minutes**  
November 27, 2017  
The WorkPlace

At noon on Monday, November 27, 2017, Director Mayforth called the meeting to order with Chair, Matt Cooper; Vice Chair, Mike Schantz; and Secretary, John O'Driscoll present. Also present was One-Stop Operator/ Provider, Tim Maloney. Absent was Mike Britt, Vice Chair.

As both committees responsible for the One-Stop Operator/Provider oversight were present, Tim Maloney presented the One-Stop report for the previous quarter. This report will be made to the full board at the December 20, 2017 meeting.

Director Mayforth gave an overview of events that have occurred since the last meeting, such as the Middle Skills Gap event with keynote speaker Melinda Mack from NYATEP in September. This was well received by those that attended. The program was presented through a grant by the North Country STEM Hub. In October, an event was held to begin discussions on hiring ex-offenders called Second Chance Employment. Director Mayforth stated that this has been an ongoing conversation that started with the ESPRI Task Force. The agency along with the GWNC Chamber of Commerce and BOCES held Workforce 2020 at the Watertown Airport in November.

Director Mayforth discussed her attendance at the National STEM Conference in Kansas City. She was invited due to the conference focus on Workforce Development. She was hoping to come away with new ideas, but instead left with validation that our area is on the right track with Career Jam, Workforce 2020, the MyGPSforSuccess website, and our involvement with our youth. The C2B program was highlighted at the conference. It is a program that involves interaction with middle/high schoolers for career exploration. While this area has not fully arrived, it is on the right track.

The agency has been involved with the recruitment of employees for the new company EZ STAK.

The full board meeting will include voting on resolutions in regards to establishing the minimum wage for OJT contracts, approval of both the local and regional plans, functional alignment, priority of service, and others as the need may arise. A financial update will be given. The group felt that a guest speaker would not be required, as the round table portion of the meeting will be informative on local happenings.