

Board Meeting Minutes December 19, 2019

Call to Order

Chairman Cooper called the meeting to order at 8:05 a.m. and welcomed the board members.

Privilege of the Floor

There was no privilege of the floor requested.

Approval of the Minutes

Chairman Cooper asked for corrections to or discussion of the minutes for the September 19, 2019 Board Meeting. There were none. Chairman Cooper then asked for a motion to approve the minutes. Mr. Alexander made a motion. Mr. Hagemann seconded. All were in favor.

Chairman Cooper asked for corrections to or discussion of the minutes for the December 9, 2019 Executive Board Meeting. There were none. Chairman Cooper then asked for a motion to approve the minutes. Ms. Pettit made a motion. Mr. O'Driscoll seconded. All were in favor.

Correspondence

Executive Director Mayforth reported that no correspondence had been received.

One-Stop Operator Report

One-Stop Manager, Tim Maloney, review the Third Quarter statistics for the Jefferson and Lewis County One-Stop. Mr. Maloney explained that the unemployment numbers are low and that we have seen an increase in the Out-of-School Youth participants.

Mr. Maloney reviewed some of the events and meetings that took place during the summer and fall months. The Childcare Summit was a collaboration of The WorkPlace, Community Action Planning Council, and the Workforce Development Institute to increase awareness and encourage possible solutions to the barrier of the lack of childcare in our area and the high cost. Mr. Maloney stated that we hope to follow-up with some plans of action in the upcoming year.

Mr. Maloney explained that Governor Cuomo declared the week of September 23rd to be "Celebrating the Workforce Week", and requested that the One-Stops do something to celebrate the workforce. Lewis County One-Stop handed out free WorkPlace tote bags during the week. Jefferson County One-Stop set up at the Farmer's Market in downtown Watertown, and handed out tote bags and informational handouts to customers.

Mr. Maloney turned over the Youth Committee Meeting to our new Youth/Young Adult Program Coordinator, Ethan Brown. Mr. Maloney gave details on the fact that we were out of WIOA compliance because our Chair for the Youth Committee must be on the Workforce Development Board. Therefore, in order to be WIOA compliant, Mr. Fred Monaco took over as Chair for the committee and Mr. Carol Urbanowicz was appointed Vice Chair.

Mr. Maloney followed up with One-Stop Manager Lisa Hetzner on September 26, 2019 in Lewis

County. The One-Stop Managers discussed the possibility of funding for childcare in our Youth/Young Adult Programs, and a subsidy for transportation. Mr. Maloney reported that Mr. John Monnat has retired, and Ms. Wendy Moser has been promoted to fill Mr. Monnat's position as Employment & Training Specialist. Ms. Hetzner said that amongst the changes they hired a new Assistant, Samantha Gray. Director Cheryl Mayforth stated that there are many changes coming as Mr. Murray and Mr. Maloney will also be retiring early into the New Year.

Financial Report

There has been a 30% increase in the spending bill for the program year 2020. Director Mayforth reviewed the Financial Report for October 2019. As the November and December reports will not close until the 20th of next month.

Chairman Cooper asked why the increase in funding if the unemployment numbers are down. Director Mayforth replied that we spend a lot of funding on On-The-Job Training and Classroom Training. We are now seeing lots of employed people that also need training to find better paying jobs.

Events

Director Mayforth reviewed the events and meetings that have taken place since our last meeting:

The 8th Annual Job Fair at the Hilton Garden: The majority of the attendees were the underemployed, seeking better pay and benefits.

Manufacturing Day: The Jefferson & Lewis County WorkPlace collaborate with the Industrial Development Agency to provide tours of local manufacturing businesses for middle schoolers.

Fort Drum Tour: This highlighted the skills and abilities of soldiers that may be transitioning to the civilian workforce.

NYATEP 2019 Fall Conference: Three days of workshops and opportunities for networking with leaders in economic and workforce development. Mr. Tim Maloney was awarded the Frontline Staff Award. Congratulations to Mr. Maloney!

WorkPlace Forum: Director Mayforth announced the new title, WorkPlace Forum, for our quarterly breakfast meetings in which we invite our community to gather and address issues and barriers to our economic stability locally. The topic was Retention Intention: Retaining your workforce in a tight labor market. Our next WorkPlace Forum will be held in the spring in which we will review the NYATEP State of the Workforce and Tell Our Story.

Workforce Connections: A collaboration of the Greater Watertown Chamber of Commerce, BOCES, and The WorkPlace in which senior students from Jefferson, Lewis and St. Lawrence Counties attend mock interviews with local businesses.

Tompkins County Board Meeting: Director Mayforth attended a Workforce Development Board Meeting in which she presented information on the Employee Resource Network.

New Business

Resolution 19-12: Approval of Youth Follow Up Policy

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

Motion: Mr. Monaco
Second: Ms. Pietroski
Approved: Unanimously

Resolution 19-13: Approval of Youth Work Experience Policy

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

Motion: Mr. Todd
Second: Ms. Pietroski
Approved: Unanimously

Resolution 19-14: Approval of Youth & Young Adult Individual Service Policy

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

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

Resolution 19-15: Approval of Revisions on Youth Incentive Policy

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

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

Roundtable Discussion

Chairman Cooper opened the floor. All of the members discussed the barriers their businesses have faced this year such as employee retention, unionization of the agriculture community, increases in minimum wage, and lack of skilled workers.

Ms. Pietroski said that she has positions available for disabled persons to be employed with decent pay and transportation. If we know anyone, send them her way.



Jefferson-Lewis
Workforce Development Board

Bringing Jobs & People Together

1000 Coffeen Street
Watertown, New York 13601

A proud partner of the American Job Center Network

Phone: (315) 782-9252

Fax: (315) 782-2073

Next Meeting

Thursday, March 19, 2020~TBD

Adjournment

Chairman Cooper and Director Mayforth wished everyone a safe and wonderful holiday.

Chairman Cooper asked for a motion to adjourn. Mr. O'Driscoll made that motion. Mr. Hagemann seconded the motion, all were in favor. The meeting adjourned at 9:29 a.m.

Attendance

Donald Alexander
Rod Castillo
Matthew Cooper
Robert Hagemann
Fred Monaco
Lynn Murray
John O'Driscoll
Jody Pettit
Lynn Pietroski
Dale Stehlin
Ty Stone
Stephen Todd
Tracey Yarina
Cheryl Mayforth

Others in Attendance

Lisa Hetzner
Tim Maloney
Angel Munson
Jennifer Pound
Travis Rupert