

**Board Meeting Minutes**  
March 21, 2018  
IBEW, 25001 Water Street, Watertown  
7:45 AM

**Call to Order**

Chairman Cooper called the meeting to order at 8:04 AM. He thanked Mr. O'Driscoll and the IBEW for providing the meeting venue.

**Privilege of the Floor**

Mr. Hagemann inquired on the Executive WDB's discussion of minimum wage in regards to the service industry. Executive Director Mayforth explained that she is attempting a partnership with the GWNC Chamber of Commerce.

**Approval of Minutes**

Chairman Cooper asked for corrections to or discussion of the minutes for the December 20, 2017 Board meeting. There were none. Chairman Cooper next asked for a motion to approve the minutes. Mr. Hagemann made a motion. Mr. Pavey seconded. All were in favor.

Chairman Cooper asked for corrections to or discussion of the minutes for the March 7, 2018 Executive Board meeting. There were none. Chairman Cooper next asked for a motion to approve the minutes. Mr. Schantz 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 discussed the statistics of both the Jefferson County One-Stop and the Lewis County 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 who were registered at the end of June but worked during the last quarter. He also touched base on the business conducted by both One-Stops for the past quarter.

Mr. Hagemann commented on the 100<sup>th</sup> anniversary of NYATEP; and Executive Director Mayforth discussed the history.

**Financial Report**

Executive Director Mayforth discussed the Financial Report which included allocations and amounts spent/obligated in programs years PY16 - PY18 through February 28, 2018.

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### **Director's Report**

Executive Director Mayforth discussed various issues and events. She began with unemployment rates for the Jefferson-Lewis area, which appeared high due to seasonal workers, but were reported by Mr. Hayden to be at a 10 year low. She announced receiving multiple WARN notices from Freeman Bus, Bon-Ton, and a partial from Carthage Specialty Paper. She also discussed the closure of Friendly's restaurant.

The 4<sup>th</sup> annual Career Jam, scheduled for Thursday, May 17, 2018, was to include schools from 4 counties. There had been tremendous financial support from organizations such as the Trades Council, the Workforce Development Institute (WDI), Samaritan Medical Center (SMC), and Jefferson County Economic Development (JCED). Early sign-ups had proved successful, with 70 booths already filled. My GPS for Success booklets will be included in the student backpacks this year.

Jefferson County DET had applied for the Region V Title V Program grant. The \$300,000 grant would include Jefferson, Lewis, and St. Lawrence counties and would increase the number of participants in each county. Participants must be 55+ years of age and meet income eligibility requirements. They would receive 20 work hours per week and have a program durational limit of 4 years. Grant recipient information should be available at the beginning of May.

The governor's \$175 million Workforce Investment Plan was discussed.

The Lewis County Job Fair was scheduled for Wednesday, April 18 from 10 AM – 2PM at the Lowville Elks Lodge located at 5600 Shady Avenue, Lowville, NY 13367.

Executive Director Mayforth advised that she spoke at a New York State Association of Counties (NYSAC) event in regards to veteran employment programs. NYSAC represents, educates, serves, and advocates for New York's counties.

Other events discussed were the GWNC Chamber of Commerce's Economic Forecast, One-Stop Partner meetings, the Empire State Poverty Reduction Initiative (ESPRI) grant and the Employee Resource Network (ERN) via Schenectady Works, the Summer Youth Employment Program (SYEP), and the 20 open positions that Hi-Lite is hiring for.

### **New Business**

Resolution #17-21 Approval of Pratt Northam Summer Intern Program

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

Motion: Mr. Virkler  
Second: Mr. Stehlin  
Approved: Unanimously

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**Resolution #17-22 Approval of Jefferson Business Symposium**

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

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

**Resolution #17-23 Approval of Career Centers Certification**

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

**Round Table Discussion & Questions**

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

Mr. Monaco discussed interest in the budget outcome. He also expressed concern in the uptick in the lack of certified teachers locally, specifically in math and science. He determined that this may be in part to the increased requirements for new educators and student debt.

Mr. Misiewicz stated that Hi-Lite was gearing up for the spring season, that more workers had been sent to training, and that there were new efforts in obtaining a new training facility.

Ms. Watson shared that Timeless Frames was recruiting for 11-12 positions. The biggest struggle had been filling maintenance positions.

Mr. Schantz stated that Jain Irrigation was a second chance hiring employer. He stated that some barriers to hiring had been drug testing fails, the lack of work ethic, and employee retention.

Mr. Virkler discussed the Lewis County IDA's focus on diversifying agriculture, how the dairy industry was in significant distress, and the attempt to acquire the Climax building.

Ms. Vink reported 30 entry level job openings on Fort Drum that pay \$12-\$16/hour. She suggested that transportation would be key in the hiring process. She also shared that employment at the residential sites were down by 38%. There were talks of a possible merge with St. Lawrence ARC.

Mr. Hayden thanked The WorkPlace staff for sharing information determined by his office, as it had increased the number of calls that he receives for data requests.

Mr. Stehlin expressed concerns of difficulty in recruiting. Recently, out of 16 applications, 8 applicants were scheduled for interviews, and 6 showed.

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Mr. O'Driscoll shared a news article in which the Hotel Saranac project informed of contracting electricians out of Connecticut. He disagreed with the determination to spend NYS funding outside of the state.

Mr. Pavey reported that business had been steady and that the budget had been approved. Employees would receive an increase in pay. He also expressed concern in recent recruitment attempts. Out of 20 applicants, he was able to schedule 9 interviews of which 4 showed.

Mr. Hagemann commented on the overall concern of finding qualified employees to hire.

Executive Director Mayforth discussed the arrival, opening, and hiring process of the business, EZ Stak.

Chairman Cooper shared that funding at the state and federal level have been good in regards to waste water levels. He discussed local construction projects beginning and the 20-25% increase in material costs.

### **Next Meeting**

The next meeting is scheduled for Wednesday, June 20, 2018 at the Tug Hill Vineyard located at 4051 Yancey Road, Lowville.

### **Adjournment**

Chairman Cooper asked for a motion to adjourn the meeting. Mr. Stehlin made the motion. Mr. Schantz seconded the motion. All were in favor. The meeting was adjourned at 9:31 AM.

### **Attendance**

Matthew Cooper  
Robert Hagemann  
Cheryl Mayforth  
Theodore Misiewicz  
Fred Monaco  
John O'Driscoll  
David Pavery  
Christine Rolfe  
Michael Schantz  
Dale Stehlin  
Deborah Vink  
Eric Virkler  
Kathy Watson

### **Others in Attendance**

Anthony Hayden  
Lisa Hetzner  
Tim Maloney  
Corrie Peckham