

Board Meeting Minutes
December 14, 2023 at 8:00 am
Hilton Garden Inn, Watertown, NY

Welcome/Call to Order: Chairman Matt Cooper welcomed all the Board Members at 8:01 am.

Guest Speaker: Jillian Redder, Director of Housing & Special Initiatives, gave an overview of the homelessness issues in the area and what her newly created office is working on to improve the situation. She discussed the partnerships that have been formed to address the issue and gave the Board an update on housing that is now up and running. Further discussion ensued.

Privilege of the Floor: There was none.

Approval of Minutes:

- Chairman Cooper asked for a motion to approve the September 21, 2023 Board Meeting minutes. Ms. Pettit made that motion. Chairman Cooper next asked for corrections or discussion. There were none. The motion was seconded by Mr. Killmer and approved unanimously.
- Chairman Cooper asked for a motion to approve the December 8, 2023 Executive Board Meeting minutes. Mr. Aiken made that motion. Chairman Cooper next asked for corrections or discussion. There were none. The motion was seconded by Ms. Pettit and approved unanimously.

Correspondence: There was none.

One-Stop Operator Report: One-Stop Operator Munson reported that we are working on rebuilding our On-the-Job Training program. She also shared that with the new Wage Transparency law, employers now need to post wages when posting a job opening. Job orders were high with 1,599 jobs posted in the 1st quarter of PY23. Lewis County One-Stop Manager Hetzner commented that 133 people interviewed for Marshall's positions and that the company hired 75 of those interviewed. Marshalls used our Lowville office for their hiring needs. Ms. Munson closed her report by discussing the training she conducted with Lewis County staff on a multitude of topics.

Director's Report/Financial Report: Director Mayforth shared that there is a bipartisan committee looking at updating WIOA. The new act will be called the Stronger Workforce for America Act. The committee is moving quickly and is looking at significant changes to the workforce development system.

Director Mayforth next discussed the fact that Trade Act has sunset and no new act to replace it is in the works. She also shared that we must follow up with our training participants for 5 quarters after completion. If the participant fails to provide us with information that becomes a negative outcome. A major concern we have is that participants are not following up, even though we stress this is a requirement when we fund them. We are looking at new strategies to improve follow-up. Mr. Dupee stated that there has been a revision for TAP and PELL to include part-time studies.

Director Mayforth also shared that we will be funding Spring semester students soon and are looking to increase spending of our Youth funds. The majority of our Work Experience funds are spent in May and June before the end of the program year, and our Summer Youth Program starts in July.

She also shared that the Disability Resource Coordinator program is a 5-year grant to serve those with disabilities. We are also at unprecedented unemployment rates this program year. Full employment is considered between 5.0% and 5.5%. The low UI rates have made it difficult for employers to find candidates.

Director Mayforth next discussed events held in the last quarter to include:

- October 3rd: 11th Annual Fall Job Fair at Hilton Garden Inn
- October 19th: Manufacturing Day (interrupted by the water crisis)
- October 23rd-25th: NYATEP conference in Syracuse
- November 15th: Workforce Connections
- December 1st & 2nd: Christmas Parades in Watertown & Clayton respectively

New Business:

- Resolution 23-04: Approval of Revision to the ITA Policy
Chairman Cooper asked for a motion of approval. Mr. Aiken made that motion. He next asked for questions or comments. There were none. The motion was seconded by Mr. Hagemann and approved unanimously.

Upcoming Events:

- Date TBD: WorkPlace Forum (JCC, Watertown)
- April 2024: Spring Job Fair at Hilton Garden Inn (Watertown)

Roundtable Discussion:

Mr. Zembiec commented that Fort Drum is adding 1,500 new troops, which will add to the workforce. Further discussion ensued.

Next Meeting: March 21, 2024 at 8:00 am (location to be determined).

Adjournment: Chairman Cooper made a motion to adjourn the meeting. Ms. Pettit seconded the motion. The meeting was adjourned at 9:25 am.

WDB Attendance:

Aiken, Rob
Anderson, George
Castillo, Rod
Cooper, Matt
Dupee, Dan
Dwyer, Amy
Flint, Travis
Gulliver, Daren
Hagemann, Robert
Killmer, Bobby
Marks, Shellie
Murray, Lynn
Patrick, Shena

Pettit, Jody
Prasuhn, Mark
Sheppard, Patrick
Todd, Stephen
Zembiec, Dave

Others In Attendance:

Henderson, Linda
Hetzner, Lisa
Mayforth, Cheryl
Munson, Angel
Redder, Jillian
Sikhaou, Konstantin