



North Country Regional Workforce Development Board Meeting

Minutes for: June 7th, 2019

Location: OneWorkSource, Plattsburgh, NY 12919

Time: 8:30 a.m.

BUSINESS MEMBERS PRESENT: Dan Alexander, Deb Cleary, Maryellen Cooke, Garry Douglas, Scott Henderson, Mimi Lane, Jay McGrath, John VanNatten, Joseph Varin, John Vermette, Fran Wynnuk

of Business Members Present: 11

MEMBERS EXCUSED: Kassandra Beauregard, Eugene Fox, Becky Leahy, Greg MacConnell, Derek Tracy

of Business Members Excused: 5

WORKFORCE MEMBERS PRESENT: John Bernardi, Carol Calabrese, Pam Dority, Steven Frederick, Michele Friedman, Erin Hynes, Sheri Sauve, Alan Smith

of Workforce Members Present: 8

WORKFORCE MEMBERS EXCUSED: Marie Benedict, Matt Osborn, Brian Post, Stephen Shafer

of Workforce Members Excused: 4

OTHERS PRESENT:

Staff: Sylvie Nelson, Kellie Lathrop, Gabrielle Galy

Guests: Kathy Bishop, Alan Jones, Joe Campbell, Stacey Fuller, Joyce Marinelli, Barb Dubay, Meg LeFevre, Michelle Armani, Anthony Hayden, 2 guests with Maryellen Cooke

Call to Order

John Vermette called the meeting to order at 8:35 a.m.

Networking

The floor was left open briefly for networking opportunities outside of the agenda. A few of the members had some discussion and updates; Joey Varin, Maryellen Cooke and guest, Erin Hynes & Garry Douglas.

Approval of These Regional Board Meeting Minutes from June 7th, 2019

A motion to approve the minutes from June 7th, 2019 motion made by Garry Douglas, seconded by John VanNatten and approved by all present and voting.

Policy Approval & Review

Approval of Youth Incentive Policy

A motion to approve the Youth Incentive Policy motion made by Erin Hynes, seconded by Joey Varin and approved by all present and voting.

Approval of Youth Individual Service Strategy (ISS)

A motion to approve the Youth Individual Service Strategy (ISS) motion made by Garry Douglas, seconded by Steven Frederick and approved by all present and voting.

Approval of Financial Report

Kellie provided a copy of the financials to all the members for review. She explained that the PY-17 funds end June 30th and there is a total of \$400.00 left that will be fully accrued for the June reports and spent prior to August. PY-18 funds are a little low in spending to date, but by July 30th, 80% will be accrued and on track. PY-19 funds have not yet been received as they are usually provided to us between July - November.

A motion to accept current NCWDB financials made by Scott Henderson, seconded by Michele Friedman and approved by all present and voting.

Approval of Budget Presentations

NCWDB Budget – Kellie Lathrop

A motion to accept NCWDB financials made by John Bernardi, seconded by Scott Henderson and approved by all present and voting.

CCETA – Kathy Bishop

A motion to accept CCETA financials made by Alan Smith, seconded by Joey Varin and approved by all present and voting.

ACAP – Alan Jones

A motion to accept ACAP financials made by Garry Douglas, seconded by John Bernardi and approved by all present and voting.

FEH-BOCES – Joe Campbell

A motion to accept FEH-BOCES financials made by Michele Friedman, seconded by John VanNatten and approved by all present and voting.

Hamilton County DSS – Kellie Lathrop

A motion to accept Hamilton County DSS financials made by Garry Douglas, seconded by John Bernardi and approved by all present and voting.

Coryer Staffing RAMP – Meg LeFevre

A motion to accept Coryer Staffing RAMP financials made by Joey Varin, seconded by Maryellen Cooke and approved by all present and voting.

ETS, Inc. Ready4Real – Michele Armani

A motion to accept ETS, Inc. Ready4Real financials made by Garry Douglas, seconded by Dan Alexander, Deb Cleary recused herself from the vote and approved by all others present and voting.

Executive Director’s Report

Opioid Grant Coordinator Update

Our hired Coordinator unfortunately resigned effective immediately. We convened with our operators to select the next best candidate. We informed the board and partners via email that Joshua Kretser accepted the position. We feel strongly that he can handle the responsibility and professionalism of the position. He is excited for this opportunity and will be starting after OSOS training.

Strategic Plan and Board Training Updated

We will be reviewing, adjusting and finalizing our Strategic plan over the coming months with our Executive Committee, and various partners to be presented at our September Regional Board meeting. We will also be updating, correcting, and adjusting our policies and other documents and information Barry Brogan touched on during the Board training portion of our last Regional Board meeting; also, to be finalized in September.

NYSDOL FY 2016 Youth Services Review

Our Youth Services for FY-16 were finally review by DOL. They informed us of some needed updates that we have fixed after their audit, we are now waiting for the approval.

Meeting Adjourned

A motion to adjourn the meeting was made by John VanNatten at 9:55 a.m., seconded by Alan Smith and approved by all present and voting.

Future Board Meetings Location Reminder

A reminder that the next Regional Board meeting is scheduled on Friday, September 13th and will be held at the Adirondack Health center in the Redfield Conference Rm, in Saranac Lake. Documents and reminders to follow via email in the coming weeks.

Respectfully Submitted,
Erin Hynes, Board Secretary
