

**NORTH COUNTRY REGIONAL WORKFORCE INVESTMENT BOARD**  
**And**  
**NORTH COUNTRY WORKFORCE PARTNERSHIP, Inc.**  
**Regional Workforce Investment Board Meeting**  
**Friday, March 9, 2012 8:30 a.m.**

**MEMBERS PRESENT:**

Dan Alexander, John Bernardi, Hope Coryer, Susan Delehanty, John Donoghue, Garry Douglas, Allen Dunham, Mary Goddeau, Ray Hawksby, Erin Hynes, Rebecca Leahy, Elaine Leavitt, Dr. Barry Mack, Mark Moeller, Bill Murphy, Elaine Reynolds, Joe Riccio, and Gary Wagoner.

**MEMBERS EXCUSED:**

Marie Benedict, Carol Brown, Carol Calabrese, Clifford Donaldson, Ellen Gordon, Susan Manning, Neil McGovern, Roseanne Murphy, Sylvie Nelson, Steven Novacich, Steve Shafer, Shaun Smith, John Van Natten, Scott Wilson, and Fran Wynnuk.

**OTHERS PRESENT:**

**Staff** - Paul Grasso, Mary Beth McKee, Kelly Otis, Michele Armani and Angela Bucci

**Guests** - Danielle Howard-Ross, Sheri Sauve, Stacy Soucy, Alan Jones, Rick Swanston, Greg Hart, and Kathie Cameron-Murray

**Call to Order**

Joe Riccio, Chair, called the meeting to order at 8:30 a.m.

**Consent Agenda**

- Minutes of January 20, 2012
- Performance and Fiscal Reports

**Motion to accept the Consent Agenda by Elaine Leavitt**, seconded by Hope Coryer and approved by all members present and voting.

**Regional Workforce Investment Board Items**

**Youth Program Design**

The Youth Council has been focused primarily on out-of-school youth. It is time to reestablish which youth group to face because the creative programs that are currently in place are not producing the results the WIB would like to see. The Youth council met last week and although a quorum was not met, those in attendance agreed to bring to the Regional WIB the recommendation to put out a Request for Proposals (RFP) by the end of March to serve In-school youth. A minimum of 30% of youth money will still be spent on out-of-school youth, which the law requires, and both out-of-school and In-school youth must be WIA eligible. There will be a mandatory Bidders' Conference held for businesses and the schools we serve to

discuss and answer questions regarding the RFP. The board needs to be aware that this may reduce the amount of money going into the OneStops.

**Motion to accept the Youth Council's recommendation for the WIB to put out a new RFP to serve In-school youth by Al Dunham**, seconded by Gary Wagoner and approved by all members present and voting, abstained by Dr. Barry Mack.

### **Connecting Businesses, Education, & Community**

The WIB is moving forward quickly with the March 27<sup>th</sup> forum with over 100 rsvp's to date. Three surveys were created and released to businesses, educators and students. Kevin O'Neill will facilitate the event and in addition to last year's forum, the WIB is incorporating student involvement with a youth panel and the placement of at least two students at every table. STEM (Science, Technology, Engineering, and Math) will be an important linkage at the forum as well as in the RFP. One of the WIB's desired outcomes is that businesses and schools will create a link and start working with one another.

Dr. Mack gave an update on the school board meeting taking place on March 15.

### **Executive Director Recruitment**

The first phase of advertising for a new Executive Director yielded five applicants, three that were worthy of interviewing. The search committee will interview two candidates today and the third withdrew his candidacy due to requesting a compensation package well beyond the means of the WIB.

### **WIB Membership**

The WIB is waiting on Essex county to vote on three new business members. There are still a couple of vacancies that need to be filled. At the next Executive meeting there will be discussion on the restructuring of the positions to make sure we have adequate business membership, so we can respond to the governance concerns.

### **Conflict of Interest Statements**

WIB members need to complete a conflict of interest statement to comply with policy.

### **North Country Workforce Partnership, Inc. Items**

United Healthcare will be leasing space at the 194 US Oval which will bring an additional \$7000 a year to the partnership.

Mary Beth reported that the Plattsburgh OneWorkSource has always had issues getting customers on unemployment insurance not to exit after 90 days with no services. For the first time ever, Plattsburgh met that measure with an average of 7.3%, which is never supposed to be more than 10%. Mary Beth expressed her appreciation via email to all of the OneStop managers, but wanted to personally thank Stacy Soucy for Plattsburgh's turn around.

Introduction of Michele Armani as the Director of Special Projects for the North Country Workforce Investment Board.

Elaine Reynolds gave an update on the Job Shadow Project.

**Motion to adjourn by Dan Alexander, seconded by Hope Coryer.**

Respectfully submitted,

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Erin Hynes, Secretary