



Regional Workforce Investment Board Meeting

Friday, May 13, 2016

AEC Saranac Lake, NY

8:30 AM

MEMBERS PRESENT: Deb Cleary, Maryellen Cooke, Susan Delehanty, Becky Leahy, Shana Macey, Bill Murphy, Elaine Reynolds, John VanNatten, Fran Wynn timer, Michele Friedman, John Donohue, Ray Hawksby, Michele Snyder

MEMBERS EXCUSED: Dan Alexander, Garry Douglas, Michelle LeBeau, Richard LePage, Neil McGovern, John Vermette, John Bernardi, Carol Calabrese, Erin Hynes, June O'Neill, Brian Post, Stephen Shafer, Marie Benedict and Pam Dority

OTHERS PRESENT:

Staff –Sylvie Nelson, Meg Senecal, Kellie Lathrop, Noelle Sanger

Guests –Kelly Smart, Joe Campbell, Sheri Sauve, Anthony Hayden and Rick Swanston

Call to Order

John VanNatten called the meeting to order at 8:36 a.m.

Community Speaker

Ewa Jankowska provided information on the multi county library system. This system is available in Assisted Living Centers, Corrections Facilities, and Clinton, Franklin and Essex Counties. Michele Snyder and Michele Friedman suggested getting all students a library card to make them aware of the services offered.

Partnership Speaker

Melissa Johnston provided information regarding free services offered by the New York State Department of Labor (NYS DOL) such as: hiring, training and Human Resources assistance. They match candidates to correct jobs, pre-screen and preform skills-gap testing. The NYS DOL also offers many workshops for individuals in their job search.

Approval of Minutes

- **Minutes of March 11, 2016, Motion by Bill Murphy** Seconded by Michele Friedman and approved by all present and voting.

Financial Report

Kellie Lathrop stated there are no new changes. 2014 money is almost gone and the period will end on June 30th to be fully spent by August. 2015 money must be 80% accrued by June 30, 2016. 2016 allocations will start on July 1st. It was noted there was an overall 15% cut in funds across NYS and the final numbers will be finalized in June 2016.

Approval of Finances

- **Approval of Finances, motion by Shana Macey, Seconded by Susan Delehanty**

Accepting Resignation

The resignation letter of David Coryer was shown to the board and was accepted.

Approval of Resignations

- **Motion to accept the resignation of David Coryer made by Bill Murphy, Seconded by Becky Leahy and approved by all present and voting.**

Nomination of Board Position

John VanNatten brought to the board the nomination of Deb Cleary to replace David Coryer formerly of ETS.

- **Motion to accept the resignation of David Coryer made by Bill Murphy, Seconded by Becky Leahy and approved by all present and voting.**

Signing of Conflict of Interest Policy

Sylvie Nelson asked everyone to sign their "Conflict of Interest Policy". Noelle Sanger will resend to the board and have forms scanned back with signatures. This will also be done again in September.

Executive Directors Report

The WDB is busy with multiple projects. Sylvie asked if board members would be interested in attending Career Connect on May 19, 2016 at SUNY Plattsburgh.

Program Report

Meg Senecal gave update on the five (5) RFP's submitted for in-school and out-of-school youth funding. All five (5) were accepted by the Youth Committee. The letters will be sent out Monday morning.

Approval of Youth Services RFP(s)

- **Approval of Youth Services RFP(s), motion by Shana Macey, Seconded by Susan Delehanty**

November Date Change

It was decided the November Regional meeting will be held on November 4, 2016 at the AEC building in Saranac Lake.

Other Business

Franklin County Building

John VanNatten stated the Workforce Partnership is hoping to refinance the Malone building soon, and they are close to finalizing the funds from the broken Franklin County lease. This is to be discussed again in June. John Donohue recommended using the apprenticeship program for the contractors on the Malone building.

Connecting Business, Education and Community – Part III

John VanNatten stated he would like to hold another Connecting Business Forum in October. John and former WIB Executive Director, Paul Grasso discussed helping to fund the event. Meg Senecal and Noelle Sanger are to gather a catalogue of available programs to schools and possibly connect to the OneWorkSource website.

Motion to Adjourn at 10:05 a.m. Made by Michele Friedman Seconded by Ray Hawksby and approved by all present and voting.

Respectfully Submitted,
Erin Hynes
