



**North Country Regional Workforce Development Board  
Regional Workforce Development Board Meeting  
Friday, June 8, 2018**

OneWorkSource, Plattsburgh, NY  
8:30 AM

**MEMBERS PRESENT:** Maryellen Cooke, Garry Douglas, Mimi Lane, John VanNatten, John Vermette, John Bernardi, Michele Friedman, John Donoghue, Erin Hynes, Deb Cleary, Joseph Varin, Carol Cabrese, Brian Post

**MEMBERS EXCUSED:** Sylvie Getman, Scott Henderson, Becky Leahy, Shana Macey, Fran Wynn timer, Alan Smith, Pam Dority, Stephen Shafer

**OTHERS PRESENT:**

**Staff** –Sylvie Nelson, Kellie Lathrop, Katrina Garrand, Noelle Sanger

**Guests** – Sheri Sauve, Edmund Applegate, Jane Carpenter, Joyce Marinelli

**Call to Order**

John Vermette called the meeting to order at 8:40a.m.

**Networking Opportunity**

Garry Douglas spoke about building trades with North Country Community College. Current administration at NCCC is attempting to establish a space at former Lowe’s building in Ticonderoga, to be utilized as a full scale industrial training space. Mr. Douglas noted that CV-TEC was not a partner on this project, and it is crucial that they be involved. He also stated that we have spent twenty years trying to construct culture of collaboration and partnership, however the administration at NCCC has been purposefully working on projects without collaboration or partnership. Sylvie did attend the meeting where the presentation describing this project was shared. Sylvie will send the presentation to the board. The board also discussed expressing their concerns with the project and its lack of partnerships.

Michelle Friedman announced that OneWorkSource High School Equivalency Program graduation is May 20 at 7p.m. at Moriah Central School; also, more than 300 students will graduate from CV-TEC at SUNY Plattsburgh Fieldhouse on May 19.

Sylvie presented Noelle with appreciation award for her time with the North Country Workforce Development Board.

### **OneWorkSource Consortium Update**

Joey Varin reported that they had their first meeting and it went well. He is looking forward to working with this group.

### **Approval of 5/11/2018 Meeting Minutes**

**The minutes of the May 11, 2018 meeting were approved with a motion by John Bernardi and seconded by Maryellen Cooke with amendments.**

### **Finance Report**

Kellie Lathrop reported she has not yet received 2018 Youth Funds; she did receive an email from NYS with preliminary numbers but is unsure when we will receive funds for 2018. She can't send out contracts for Youth Projects until monies are received, but as soon as they are, Youth Funds for the region is increased by \$36,000, but a decrease in Dislocated Worker funds.

**The NCWDB Financial Report was approved with a motion by Brian Post and seconded by John Bernardi.**

### **Approval of NCWDB FY-18 Budget**

Kellie reviewed the 2017-2018 expenses.

**The NCWDB FY 18 Budget was approved with a motion by John Bernardi and seconded by Deb Cleary.**

### **Approval of OWS Budgets**

**The OWS budgets were approved with a motion by John Bernardi and seconded by Garry Douglas**

### **Approval of Policies**

- 1. The NCWDB Financial Policy**
- 2. Updated OWS Center OJT Policy** – this policy includes revision to include if a circumstance includes an OSHA issue.
- 3. NCWDB Oversight and Monitoring Policy and Procedures**

**These policies were approved with a motion by John Donoghue and seconded by Joey Varin.**

### **Approval of Essex County OneWorkSource Center Management Contract**

Findings from the Department of Labor and ACAP which was reissued twice was presented to the Consortium Committee for evaluation.

**The Adirondack Community Action Program (ACAP) contract was approved with a motion by Carol Calabrese and seconded by Garry Douglas.**

### **Approval of Complaint and Grievance Officers**

This item was tabled until the September 2018 meeting.

**Motion to adjourn at 9:54 a.m. made by Brian Post** and seconded by John Bernardi and approved by all present and voting.

Respectfully Submitted,  
Erin Hynes, Board Secretary

---