

Workforce Investment Board of Columbia & Greene Counties

Minutes for July 12, 2006 8:30 a.m. Columbia Greene Community College- Room 105

WELCOME

Tony Zibella welcomed all members and guests. Karen Diffley was introduced as the new Chairperson, effective for a two year term. Linda Overbaugh, Jessica Nabozny and Florence Ohle were welcomed to the Board.

Chairperson Karen Diffley called the meeting to order and did roll call.

Attendance:

Present: Frank Alguire, Kit Ali, John Betts, Russ Coloton, Karen Diffley, Pam Dusharm, Jim Galvin, Stan Ingalls, Mike Kutski, David Lester, Cindy MacKay, Rebecca Main, Jessica Nabozny, Florence Ohle, Linda Overbaugh, Barbara Roemer, Dawn Saul, David Segalla, Lynn Strunk, M. A. Wiltse, Sarah Witham and Anthony Zibella

Excused: Jim Cullie, John Craft, Paul Dellio, Barbara Eacott, Tom Every, Diane Franzman, Susan Hollister, Ken Johnson, David Leavitt, Ralph Marino and Siobahn Pellegrino

Absent: Laurie Goff and Patricia Shaw

WIO Staff: Consultant: Katy Drake

Guests: Chris Foster, Coordinator/Questar

With 22 members in attendance, a quorum is present.

STATUS OF VACANCIES

- There is a total of one business vacancy for Greene County and two business vacancies in Columbia County. Contacts have been made to fill these vacancies.



CORRESPONDENCE

Secretary, Kit Ali reviewed the following correspondence:

Letters sent:

- Appreciation of support to Mr. Gerry Simons and Mr. Frank Stabile
- Contract modification for Youth Proposals (4 Letters to current programs)
- Monitoring results

Letters received:

- Request for MOU from Center for Economic Growth
- Programmatic and Financial Instructions for TANF Summer Youth Program
- 2006 Support for TANF Summer Youth
- Copy of letter sent to Taconic Farms, Inc for Building Skills in New York State RFP
- Copy of letter sent to Dynabil for Building Skills in New York State RFP
- Resolution reappointing Greene County Board members

ACCEPTANCE OF MINUTES

A motion to accept the April 4, 2006 minutes was made by Frank Alguire, second by John Betts. All were in favor and the motion was passed.

COMMITTEE MEETINGS

All Board members received a committee report packet with the meeting agenda.

Youth Committee

MA Wiltse reviewed the Youth Council quarterly report. Contract modifications were discussed with resolutions to follow. The Board discussed the concerns and the outcome of Catskill's modified plan submitted on June 23, 2006. David Segalla congratulated the Youth Council for their work to ensure consistency and high standards for the programs.

Marketing Committee

No meeting or activity held this quarter.

Employer Services Committee

Jim Galvin, Chair of the Employer Services Committee, provided an update on the BEST program. 32 portfolios were submitted with 20 certificates issued for the BEST program. Mr. Galvin commended a teacher in Catskill for their efforts with the Catskill program being used as a base if the BEST program continues to move forward. Hudson Schools would like to enter the BEST program with some teachers already invested in the program. Mr. Galvin and Mr. Dave Colby, Columbia County Chamber of Commerce will meet with the Principals over the summer to ensure the programs are invested and have the time to run the program successfully. It was noted that while only 32 portfolios were submitted, the program touched 114 students. As attendance ruled out many students prior to portfolio submission, the program still may have served as a valuable message to the students regarding the importance of attendance. This upcoming year will determine if the program is providing better qualified students to the workforce. More networking with businesses in the upcoming year, in addition to training the teachers and the school system on how to better use this program, was also suggested. Surveys were sent out to determine how the program was utilized. Unfortunately, to date, no surveys have been returned.

Mr. Galvin also reported that a survey has not yet been conducted in the neighborhoods that make up the Empire Zone. The first certification went through last month (June).

Skill Standards Committee

Pam Dusharm, Chair of the Skills Standards Committee, reported that the Hospitality survey was reviewed and the focus will be on food service and housekeeping with training to start in the fall. The committee is also working with Bob Bodratti in seeking funds that may be available past December. A Resolution to base transportation fund availability on the Executive Committee discretion will follow. Child care will remain a supportive service as it seems necessary. Ms. Wiltse noted that other WIBs do not offer Child care or transportation. If another incentive award is received, the Executive Committee may reinstate transportation reimbursement. MA Wiltse reviewed the technical advisory on Provider's standards.



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Continuous Quality Committee

Kit Ali reported for CQI committee in absence of a chair. Ms. Ali updated the Board on the survey completed and policy manual in process. Functional alignment was reviewed for the Board noting that as of July 1, 2006 participants are a member of both pools (WIA & ES). WIBs are unable to determine how performance measures will be impacted now that all participants will be part of performance measures.

Reduction in resource usage was reviewed with no explanation for reduction determined. An update on performance measures was provided noting that Columbia Greene is in danger of failing one performance measure (adult earnings change) for PY 05. WIO staff have reviewed the people in the denominator of this measure and have been able to remove some of them from the calculation because of the individuals status, such as being self-employed or leaving the labor force due to health reasons. This may have a positive impact on the performance measure, in which case we would again be eligible for an incentive award.

Ms. Ali ended her report noting that Mr. John Craft was nominated for Chair of the CQI Committee by the committee at the last meeting.

Executive Committee

Tony Zibella provided a review of the Executive Committee's activities over the past quarter. Legislative support was sought based on the pressure to merge because of our present budget constraints. Both Columbia & Greene Legislative Representatives were willing to discuss potential future support and appreciated the early notice. The Legislative Representatives are not interested in the Board exploring merging with other WIBs at this time.

By-laws were reviewed at the meeting and it was noted that they needed to be updated due to the change in WIB's quarterly meeting schedule. The current by-laws state that the "Term of office shall be for a two (2)-year period commencing on July 1". Because the elections did not occur in April we are left without any officers, except the Chairperson. A resolution for a change to the by-laws will follow.

One Stop Operator Director's Report

The One-Stop Operator's report was provided to all members. Ms. Wiltse noted that functional alignment may have a positive impact on the numbers of individuals using the Career Center, as each person who enters the office/system will now be met with individually to offer specific services based on the customer's needs.

The column for the Register Star and Daily Mail written by Ms. Wiltse was distributed. The column will run Saturdays every other week. Guest columnists from the Board membership are encouraged and more than welcome. It can be a good publicity opportunity for businesses. The next column will focus on lay-offs and getting back to work.

OLD BUSINESS

There was no old business to discuss

NEW BUSINESS

Nominating Committee Report

David Segalla reviewed the nominating committee procedures as a follow up to the memo that was sent to all Board Members regarding the upcoming nominations. Cindy McKay, David Segalla and David Lester were thanked for serving on the nominating committee.

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Frank Alguire made a motion to nominate Kit Ali for Secretary, Lynn Strunk seconded the motion. No other nominations from the floor were made. All approved and motion carried. Kit Ali will serve a two year term as Secretary.

Lynn Strunk made motion to nominate Jim Cullie for Treasurer. Russ Colton seconded the motion. No other nominations from the floor were made. All approved and the motion carried. Jim Cullie will serve a two year term as Treasurer.

Kit Ali made a motion to nominate Tony Zibella for Vice Chair. Lynn Strunk seconded the motion. No other nominations from the floor were made. All approved and motion carried. Tony Zibella will serve a two year term as Vice Chair and then ascend to Chair for two years.

John Craft was appointed CQI Chair by Board Chair, Karen Diffley,

Resolutions & Discussion:

- The Skills Standards Committee resolves to recommend that Transportation and Child Care as a supportive service for people enrolled in training programs beginning in July 06 will be based on funds available and at the discretion of the Executive Committee.
Frank Alguire made a motion to accept, Rebecca Main seconded the motion. Motion carried.
- The Youth Council resolves to recommend that the Board approve the youth Contract Modification for New Lebanon for PY 06 in the amount of \$8,779.
Florence Ohle made a motion to accept, John Betts seconded the motion. Motion carried.
- The Youth Council resolves to recommend that the Board approve the youth Contract Modification for Greenville for PY 06 in the amount of \$15,502.
Kit Ali made motion to accept, Florence seconded the motion. Motion carried.
- The Youth Council resolves to recommend that the Board approve the youth Contract Modification for YES for PY 06 in the amount of \$53,350.
Jim Galvin made a motion to accept, Lynn Strunk seconded the motion. MA Wiltse abstained. Motion carried.
- The Youth Council resolves to recommend that the Board approve the youth Contract Modification for Catskill GED for PY 06 that was submitted on June 9, 2006 in the amount of \$44,918.
Rebecca Main made a motion to accept, Florence Ohle seconded. Motion carried.
- The Youth Council resolves to recommend that the Board deny the Catskill Central School District's modification proposal that was submitted for consideration on June 23, 2006 and to reaffirm approval of the Catskill GED Program contract modification proposal that was submitted for consideration on June 9, 2006, with corrections as contained in the contract distributed June 29, 2006.
John Betts made a motion to deny June 23rd modification and accept contract modification submitted June 9, 2006 with minor modifications, Rebecca Main seconded—motion carried.

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- The Executive Committee resolves to recommend that the Board approve the following change in the by-laws:
Page 4 article V, section 1 noting thatthe term of office shall be for a two year period commencing at the “**end of first meeting of the first quarter of the Program Year**”.

Russ Colton made a motion to accept, Rebecca Main second. Motion carried.

GOOD AND WELFARE

Economic Development Reports

Jim Galvin and Frank Alguire

Columbia County

Columbia County

Mr. Jim Galvin provided an update on two grants in the County: The Farm Housing grant has been completed with 13 new homes placed on local farms and the small business grant has processed 31 small business grants to businesses starting or expanding in Columbia County. The recent lay offs at McGuires were discussed noting the age of the building and the sale of the division as a problem for remaining in the area. Mr. Galvin noted this is a problem in Columbia County in general

Mr. Galvin informed the committee that the 2006 focus will be on partnerships -with housing, with the Columbia County Chamber, with local developers and with Greene County. Additionally an agri-business focus—including programs with the chamber and the Glynnwood center as well as The “Farm to Chef” program to use local produce in restaurants were reviewed noting that transportation and ordering can be an issue for the program.

Mr. Galvin noted that Kinderhook is an area of focus in Columbia County now, but development is moving slow. The challenge of finding workers for \$8- \$10 range for all area businesses after Wal-Mart opens was discussed by the Board.

As with most businesses and agencies, funding remains a concern for Economic Development having to chose which programs to fund at this time.

Greene County

Mr. Frank Alguire provided a report on the NYAIR/ Surferz. net Quantum Fund. Expanding high speed internet wireless to where it has been unreachable in past may encourage businesses to expand into those areas. The Blackhead Mountain tourism enhancement loan was approved. Mr. Alguire updated the committee on the recent flooding events and the loss of Route 23 between Tannersville and Haines Falls. Mr. Alguire was attending a meeting on the same day to discuss a plan for reopening Route 23 and assisting the businesses impacted by the flooding. A YMCA in Coxsackie has been announced.

Mr. Alguire informed the Board that the Empires Zones are still pending. Build Now NY applications are still pending in progress, as well. The Board was updated that Wal-Mart is

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moving ahead as scheduled for January 1, 2006 opening. The Board discussed the workforce challenges Wal-Mart will face in hiring upward of 600 workers to provide 24 hour a day service.

Mr. Alguire also shared a favorable report on the BEST program noting some teachers made a significant contribution to the program.

Mr. Alguire discussed working with the Federal Reserve on affordable housing for workers in the areas. Workforce development is tied to housing affordability. As the counties expand businesses, affordable housing will be necessary to draw and maintain the required workforce. Due to extremely high housing costs, a NY consortium on affording housing may be necessary to address the high cost of housing in the areas.



Mark Your Calendar

Upcoming Special Events	<i>Date, Time, Location</i>	<i>Information:</i>
<i>WIB Full Board Meetings</i>	Tuesday, October 3 , 2006 at 5:30 pm Wednesday, January 10 , 2007 at 8:30 am Tuesday, April 3 , 2007 at 5:30 pm Wednesday, July 11 , 2007 at 8:30 am	Contact Katy Drake at Drake@mhccable.com or 945-1508

ADJOURNMENT- A motion to adjourn the Board meeting at was made by Lynn Strunk at 9:50 am and the motioned was second by Frank Alguire. Meeting adjourned.

Respectfully submitted,

Katy Drake
WIB Consultant