

WORKFORCE INVESTMENT BOARD OF COLUMBIA & GREENE COUNTIES

Minutes for February 28, 2001

*Columbia-Greene Community College
Staff Cafeteria
4400 Route 23 Hudson, NY 12534*

Attendance:

Present: Kit Ali, Cynthia Baez, Gary Balfour, John Betts, Robert Bodratti, Bruce Bohnsack, Edward Daly, Karen Diffley, Barbara Eacott, Marylou Eisenhardt, Tom Every, Tom Flemming, Patrick Hernandez, Al Hulick, Brian Keeler, Raymond Kottke, Jessica Nabozny, Richard Phelan, David Segalla, Norma Shook, George Skraastad, Bernardina Torrey, Sarah Witham, Anthony Zibella.

Excused: Joyce Lissandrello, Paul Dellio, Peter Markou, Aaron Flach, Lynn Strunk, Geraldine Wolfe.

Absent: Skip Gerard, David Leavitt, Donald Spitz.

One Stop Staff: M.A. Wiltse, Maureen Boutin

Consultant: Betty Ann Falkner

Guests: James Robertson-NYS Dept. of Labor and Pat Hamilton-Empire State Economic Development.

With 23 members in attendance, a quorum is present.

ANNOUNCEMENT OF VACANCIES: Chairperson Zibella announced that there are 5 vacancies at this time. Three are from Greene County and two are from Columbia County.

CORRESPONDENCE: Two letters were received, one from New York State Department of Labor and one from Gerald Simmons. Five letters were sent, one a letter of support for the application from the Columbia County Chamber of Commerce to serve as a Workforce Learning Academies demonstration site, one a Congratulations letter to Jessica Nabozny and three thank you letters to departing board members Linda Kline, Matt Murrell and Roger Lane.

ACCEPTANCE OF MINUTES:

Chairperson Zibella asked for a motion to accept the December 13th Minutes as written. Motion was made by Bernardina Torrey, seconded by Kit Ali. Motion to accept was unanimous.

COMMITTEE MEETINGS:

Labor Market Coordination Report:

Richard Phelan reported on the Labor Market Coordination meeting December 13, 2000. The following item was reported and resolved to:

1. Apply for the New York State Department of Labor's Assessing Local Skill Shortages.

The Workforce Investment Office was notified on February 16th that they were awarded \$25,000 to complete this project. The project as explained by James Ross at the meeting changed slightly between application and award. The New York State Department of Labor has identified two areas that they would like to see addressed during this program:

1. Have the Board answer the Nine Policy questions.
2. Using the answers gathered, determine what the survey needs to contain to determine the skills needed by local employers.

Discussion of this matter included the option of scheduling an all day retreat for the WIB to answer these nine policy questions. The need for someone to facilitate the discussion and keep it on track was brought up. Also mentioned was getting as much information together before the meeting. A motion to utilize the retreat option was made by Tom Fleming and seconded by Ed Daly. The WIB consultant and committee will meet to arrange this retreat.

Executive Committee:

Anthony Zibella reported on the January 8th Executive Committee meeting. The Committee voted to revise the Youth employment/Education Support Contract. The Committee also approved a change in the Individual Training Account Policy.

Marketing Committee:

John Betts reported on the February 15th Marketing Committee meeting to review the outline of a proposal to create a Columbia Greene Workforce Development website.

John reviewed information on the assistance to be provided by the New York Department of Labor on marketing the Workforce Investment system. To date no updated information has been received from the DOL.

The committee reviewed the proposal and after extensive discussion recommended that the Workforce Investment Office go ahead with developing this website.

Members of the board wanted to know who was going to manage the Website. A Webmaster as yet to be named will manage it, but the WIO staff will monitor the site daily. Discussion centered on using a Bulletin Board as another communication tool between businesses and potential employees.

Youth Council Report:

Pat Hernandez reported that members of the Youth Council would be attending the Youth Academy 2001: Partnership building for Quality Youth Systems in Syracuse on March 21st and 22nd. He also mentioned that this would be a good opportunity for the members to continue learning more about designing effective systems of youth services and continue previous discussions with Kip Stottlemyer.

ONE STOP OPERATOR DIRECTOR'S REPORT:

M.A. Wiltse offered the Participation Report on the number of persons served by the One-Stop Center. For Core Services: 187 people attended the WIA Title 1 Orientation/Initial Assessment; 800 attended the Unemployment Insurance Orientation and for the period December 1-February 15- 72 people have utilized the Career Resources room. 277 persons have participated in Intensive and Training Services including Youth Programs, through contracts.

M.A. also reviewed the Budget report as of January 31st for the Workforce Investment Office. Members asked questions on the carry over of funds and learned about the potential reduction of funds for 2001 due to low unemployment and possible federal budget cuts.

The 2nd Annual Job Fair will be held at Columbia-Greene Community College on Tuesday, April 24th from 11 a.m. to 4 p.m. Many partner organizations are sponsoring this job fair. Many local businesses will be participating in this event.

OLD BUSINESS

- Pat Hernandez has been appointed Chairperson of the Youth Council
- John Betz is the Vice Chairperson of the Marketing Committee

This item is tabled and will be included at the Workforce Investment Board Retreat.

- Answer the first of the Nine Big Policy questions for WIBS:
 1. Should the public Workforce Investment system strive to serve more less intensely or fewer more intensely?

NEW BUSINESS

Resolutions:

- Resolve to increase the self-sufficiency guidelines to 200% of poverty level. A motion to accept the increase to 200% was made by Ed Daly and seconded by Barbara Eacott.
- Resolve to amend the approval policy for accessing ITA's. Except in extreme circumstances, individuals will only be approved for training in occupations that can increase or replace their previous wage. A motion to amend the approval policy was made by Robert Bodratti and seconded by Sarah Witham.

- Resolve to amend the YES contract so students who are still in traditional high school can participate in this program. A motion to amend the contract was made by Norma Shook and seconded by Bernardina Torrey.
- Resolve to continue the process of developing a local Workforce Development Web page. Pat Hernandez made a motion to continue developing the web page and it was seconded by George Skraastad.

GOOD AND WELFARE

Betty Ann Falkner informed the board about ongoing recruitment efforts for new board members. When first telephone contact is made with potential members they have all requested additional information on what the Workforce Investment Board is and what is required of them. Betty Ann designed information that can be mailed to potential members to fill this request. This information will be available electronically for all Board members as well.

ADJOURNMENT

The meeting was adjourned at 7:05 p.m.