



Guest Presentation:

Prior to the start of the Board meeting, Jim Baldwin the Superintendent of Questar III gave a presentation titled 'Preparing Today... Poised for Tomorrow.' He presented information on an initiative that the BOCES system is looking to promote, a Tech Valley High School. This program would for the first time involve two BOCES regions that would involve 48 schools in a collaborative and cooperative effort. The Tech Valley High-Business Campus would be a school that would seek to be innovative, inspirational, inviting and imaginative. The purpose of the school would be to engage and excite young minds in a learning community. It would be a catalyst for a project based learning environment. The school would be permeated with technology, the spirit of entrepreneurship and contain a challenging curriculum. It would also involve the partnership of business, higher education, government and the community.

Mr. Baldwin said the school is looking for a fall 2007 opening, but would require legislative approval for the two BOCES to work together and to have diploma granting status. 400 students from the BOCES region would be eligible to apply through an application process. The school is looking to serve a diverse population especially those not achieving success in traditional settings. For more information on this project, all were invited to visit their website at www.techvalleyhigh.org.

Chairman Anthony Zibella then called the meeting to order and did roll call.

Attendance:

Present: Kit Ali, Rikki Beal, John Betts, Bruce Bohnsack, Russ Coloton, Paul Dellio, Karen Diffley, Pam Dusharm, Barbara Eacott, Tom Every, Diane Franzman, Jen Fuentes, Laurie Goff, David Leavitt, David Lester, Cindy MacKay, Ralph Marino, Irene Norsworthy, Florence Ohle, Hilton Perez, Dawn Saul, David Segalla, M. A. Wiltse, Sarah Witham, and Anthony Zibella.

Excused: Aaron Flach, John Craft, Jim Cullie, Thomas Deere, Jim Galvin, Susan Hollister, Joyce Lissandrello, Jim Molloy, Jessica Nabozny, Barbara Roemer and Lynn Strunk.

Guests: James Baldwin-Questar III, Aura Lopez-Vega and Patricia Byrnes of Family Literacy Initiative, James Champion, President and Phyllis Carito, Dean of Academic Affairs of Columbia-Greene Community College.

WIO Staff: Maureen Boutin

Consultant: Betty Ann Falkner

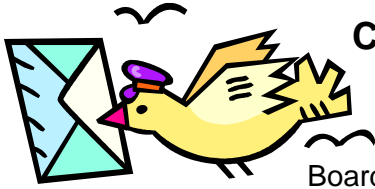
With 24 members in attendance, a quorum is present.

WELCOME

Chairman Zibella then welcomed all members and guests. New members Jen Fuentes and Laurie Goff were welcomed to the Board.

STATUS OF VACANCIES

- There are two vacancies in Greene County, one for a business representative and one for a union representative.



CORRESPONDENCE

There were four letters received. The secretary read the correspondence.

Members were also able to review the correspondence. Robert Lew, Regional Supervisor of the New York State Department of Labor sent a letter notifying the Board of a new Workforce Program Supervisor, Carrie Aubertine. Carrie will monitor our workforce area for compliance and provide technical assistance to the Workforce Investment Office. The Columbia County Board of Supervisors sent a letter appointing Jen Fuentes to serve as a labor representative to the Board. Gail Aadland of United Stationers sent a letter resigning from the Board due to her relocation. The Greene County Legislature sent notification of the appointment of Laurie Goff to the Board. Laurie represents Stiefel Labs of Oak Hill in Greene County.

Three letters were sent out this past quarter. A welcome letter and informational packet was sent to Jen Fuentes. A quarterly update letter was also sent by the WIB consultant to Columbia & Greene Supervisors and Legislators. A welcome letter and packet was also sent to Laurie Goff.

ACCEPTANCE OF MINUTES

A motion to accept the October 7, 2004 minutes was made by Karen Diffley and seconded by Bruce Bohnsack. All were in favor and the motion was passed.

COMMITTEE MEETINGS

Continuous Quality Committee

Vice Chair Kit Ali reported on the activity of this committee. The committee met to review documentation provided by M. A. Wiltse on the recertification of the Career Center. Committee members suggested changes to the information that better reflected the work of the Center. They also reviewed changes to the self-assessment and decided which areas maintained or exceeded the set standards. The committee then reviewed the One-Stop Operator's agreement. They recommended that the Center be recertified and sent that recommendation on to the Executive Committee for review.



Employer Services Committee

Vice Chair M. A. Wiltse reported on the work of the Employer Services Committee. Committee members discussed the revitalized HR Roundtable that is a cooperative effort between businesses, the college and the Career Center. The group brings Human Resource managers together on a bi-monthly basis and provides information sharing and guest speakers relevant to HR managers.

The committee also discussed the Employee Enhancement program and its positive effect on new hire retention. Information gathered from participating businesses showed that for regular employees who did not participate in the program, retention rates were 45%. For those employees who attended the program, the retention rate was 74% and for those who attended all the workshops, had the two-month evaluation and received the credential, the retention rate soared to 91%.

The Employer Services committee has had discussions on how to get businesses to help with this effort without putting themselves in a difficult situation with the applicants they are not hiring.

Workforce Investment Board of Columbia & Greene Counties

Youth Council

Maureen Boutin, Youth Council member reported on the activities of this group. Mark Decker provided the Council with an update on the status of its four youth programs. One big change involves the New Lebanon program, where the teacher Rick Jayson is no longer involved, so unfortunately the program has changed from a work-project based program to a classroom based program. Evaluations of youth programs are being scheduled for the near future.

The Youth Council also discussed the Youth Futures survey that was sent out to Columbia and Greene counties eleventh and twelfth graders. The Youth Council will be looking at ways to get information on careers out to students and their parents.

Executive Committee

Chairman Anthony Zibella reported on this committee's activities. The committee reviewed the Career Center application for recertification and will recommend it be approved by the Board. A copy of the Business plan is being printed for members.

One Stop Operator Director's Report

M.A. Wiltse briefly reviewed the Participation report for the One-Stop Center. She reported that traffic is slow in the summer but it is beginning to pick up. With unemployment rates so low, there is less interest in training programs as people are looking to get back to work. Training funds are available, but most people are able to find a job without training.

The Marketing committee may be able to do some proactive planning to get people who have dropped out of the workforce back in. One area is to market the training and then get businesses to send unqualified applicants. Dave Lester of Taconic Farms reported that they use a letter and send the Workforce brochure when an applicant is unqualified for a position. He said he is not sure that this is working.

This led to a lively discussion among board members on how to get businesses' job applicants to follow-up with the Career Center. There needs to be something to entice and reward a person for going to the Center. There needs to be a cooperative effort between business and the Workforce office. Ideas included:

- ❖ Discuss with business granting a second interview to applicants who receive services from the Career Center whenever the business has another opening.
- ❖ Helping business and individuals to understand and value the employee enhancement credential
- ❖ Assist businesses to understand that this is a continuing cycle-if the customer doesn't get the services and training they need, they will not be engaged in the workforce, and when the next job opening comes up they still won't be qualified.
- ❖ Market the employee enhancement credential to employers as something of value.
- ❖ Market the credential to applicants.

As the labor pool continues to shrink it is important to train potential employees. It was decided that **The Employer Services, Marketing and Skills Standards committees will be working on this issue in the next quarter.**

Workforce Investment Board of Columbia & Greene Counties

M. A. Wiltse also presented all members with Volumes I & II of the Greater Capital Region State of the Workforce Report. There are additional copies available and the information is on the website and will also be out on CD shortly.

OLD BUSINESS

There was no old business to discuss

NEW BUSINESS

Resolutions & Discussion:

- **Resolved to accept the Executive committee recommendation that the Board recertify the One-Stop Center.** A motion was made by Diane Franzman and seconded by Dawn Saul. All were in favor with proxies from Thomas Deere, James Galvin, Jessica Nabozny, John Craft, and Jim Molloy. There were two abstentions from M. A. Wiltse and Hilton Perez.



GOOD AND WELFARE

- **Member Education- Economic Development Reports**
 - *Jim Galvin of Columbia County Economic Development* was unable to attend the Board meeting. He will update the Board on Columbia County activities at the next meeting.
 - *Irene Norsworthy of Greene County Economic Development* reviewed current projects in the works in Greene County.
 - Serta project is moving forward.
 - The Bank of Greene County is building new branches in Cairo and Coxsackie and has opened a mortgage loan origination branch in Hudson.
 - A building reuse study is being funded by the IDA.
 - New Baltimore water project is moving along.
 - The YMCA is looking at sites in Greene County.
 - The Purple Cactus Café is open in Coxsackie.
 - Wal-mart is coming to Catskill. The store will be the largest format store in the USA with five different designs to choose from.
 - Home Dept sales and those for all local lumber companies are up.
 - Lowe's has contracted to co-locate with Wal-mart.
 - The Oren's building has been sold and the investor is meeting to evaluate what should go into the area.
 - The Community Preservation Corp is moving forward with the apartment renovation and retail space next to the Greene County Office building.
 - An upscale coffee shop is looking to locate in Catskill.
 - A Comprehensive Economic Development planning project with \$200,000 is setting up a steering committee. Bids are due in on February 1st.
 - War of the Worlds- was shot in Athens and netted \$65,000 for the town along with a lot of press.

Workforce Investment Board of Columbia & Greene Counties

▪ **Grant News**

- M. A. Wiltse reported that Dunn Builders received a \$49,000 grant from the 321 program. If other businesses are interested, please contact Maureen Boutin.

▪ **Other Workforce News**

- A report was received from Peter Markou of Columbia Hudson Partnership that stated that the recent negative press on the city of Hudson and its low statistics has resulted in money being sent to the city.
- A potential investor in Columbia County has looked at the County Business Park. They met with Taconic Farms and asked questions about the workforce. The company is looking for 500 entry-level employees. They also questioned Brockway Smith and Ginsberg's.

Mark Your Calendar

▪ **Upcoming Special Events**

- **Columbia County Chamber: Business After Hours, Mexican Radio**
 - Wednesday, January 19th, 5:00 - 7pm
 - 537 Warren Street, Hudson Reservations appreciated call 828-4417
- **JSAEC Breakfast at Red's Restaurant in Coxsackie**
 - Thursday, January 27th, 8 a.m.
 - Topic- Job satisfaction

- **Board Meetings** – all Board members are encouraged to put these dates on their calendars and to make attendance at the Board meetings a priority!



- **April 12, 2005-5:30 p.m.**
- **June 14, 2005- 8:30 a.m.**

ADJOURNMENT- A motion to adjourn the Board meeting at 9:50 was made by Kit Ali and seconded by Irene Norsworthy.

Respectfully submitted,

Betty Ann Falkner
WIB Consultant