Meeting was called to order by Carolyn French, Acting Vice-Chair, at 7:35 a.m.

Agenda Item 1 – Roll Call:  15 - present    6 – excused    8 – absent

Agenda Item 2 – Chair’s Report – Carolyn French, Vice-Chair, announced that we have a signed Operator Contract. It was signed Friday, January 10, 2002. She thanked Tom Holt, Gary Johnson, Sue McNamara, Colleen Wright, and the people at Jamestown Area Management for all their hard work.

Agenda Item 3 – Asset Discovery: There was no Asset Discovery for this meeting. The Youth Navigators will be doing a brief presentation.

Agenda Item 4 – Directors Report – Dr. Sue McNamara, Ph.D: Update on Economic Times- Unemployment was up slightly. One Stop numbers - enrollment has taken a small dip. Resource Room Daily Sign-in –The volume is up in the Resource Room. We are serving many people in the form of core services to get their needs met. The underexpenditure of WIA is a national issue. The government is clearly looking at the unspent dollars as a source of revenue to put into other programs. They are concluding that if you haven’t spent them, you don’t need them. Some of that is really swayed by New York, Illinois, Ohio, and California. Admin dollars have been spent, but the training dollars have not. Locally we have spent money. In talking to other counties, there are no official numbers out from the state yet, and in comparison to them, we have served many more people with approximately the same amount of money allocated from the state. We have done very well in serving the people, getting them
enrolled, and getting them placed. We will be talking about Performance in the next couple of weeks. We have learning curves, and need to ask how do we help people stay employed and how are we doing in getting them higher wage jobs. Those factors were a little lower than in some other areas. The other interesting point is we have a real opportunity to serve dislocated workers. We have dislocated funds. That is our challenge to think about creative ways to serve those Dislocated Workers. Sue will be working with Ralph and Hugh as the operator and the other Partners to look at ways to utilize those funds.

PY2000 MOU is done. It is still circulating in Albany for signatures. PY2001 MOU should be wrapped up after the meeting on Friday, January 17th. A lot of technical clarification was obtained at the meeting on Monday January 14th that should allow us to move forward and wrap this up.

The phones are being installed at the One-Stop in Jamestown, so the move should go as scheduled. The North county building is still proceeding. Rich Alexander has gotten some numbers from the SUNY facilities people, and the next step is looking at the financial aspect.

E-learning – Our next step is to look at the resource room to develop more video tools, more workshops for people to work on-line. More people are job hunting and using the internet to find jobs. The state has contracted with NY Wire to do E-learning. Sue asked board members for ideas and input. It was felt that this is a great idea, but felt that people had to be supervised, and someone had to be available to answer questions. It was noted, through experience, that there is a great drop-out rate, especially if people are not self-motivated. We need to establish some type of motivation for people.

The Board voted to do the e-learning and prioritized the focus to be on businesses, then at the One-Stop. It was noted by the youth navigators that they did not feel this was geared toward youth.

How can the state WIB help us out? Sue has been traveling to Albany to attend the state WIB meetings with Carolyn French, who is also on the State WIB Board. There are 3 issues for which the state WIB is asking for input from the local WIB’s. The issues are:

- Timeliness - We have sent several things to the Albany for approval and have not heard back from them yet.
- High Tech Grant and Manufacturing Grant – Still do not have a contract to move money to businesses.
- Local Input – Let’s not have the state and government run the agenda, make sure to have local issues.

Motion to approve last month’s minutes was made by Marie Carrubba, seconded by Carolyn French. Vote approved and motion carried.

Agenda Item 5 – Youth Council Report-Dick Rodriguez, Judi Lutz-Woods, and Joyce Golden:
Dick commented on information in the packets – Youth Council Goals. By March 1st, there will be a data base, that is already in existence, on ccy.org. He asked everyone to please check this out and provide feedback. Clearinghouse Business Industry is in the continuing stages. Looking at programs for drop-outs for 16-18 year olds. These are the kids that fall between the cracks, because they are not in school and cannot go for their GED (per GED regulations). What do we do with these kids? The other issue that needs to be looked at is Youth with Anger. Anger leads to no jobs, no communications skills, no soft skills, etc. The committee met and decided to issue an RFP. The Youth Council Plan and Policy was discussed. It was brought to our attention by Diane Chodan that in Subsection 8, paragraph A, The Youth Council Funding Committee will allocate funding resources that is counter to the next part of that sentence which says in accordance with WIA Regulations. That should read, The Youth council Funding
Committee will recommend to the entire Youth Council the allocation of funds available to these programs.

The Youth Navigators, Judi Lutz-Woods and Joyce Golden, were introduced. Joyce started out the presentation by reminding everyone that there are actually 3 Youth Navigators. The other being Sandy Churchill, who could not be at this meeting. Joyce works for BOCES School-to-Work, and Judy works for the Private Industry Council and is based at the One-Stop. All are responsible for working with eligible youth.

Joyce’s job is different from Sandy’s and Judy’s in that she coordinates the Chautauqua County Outreach Network Outreach workers, also a directors network that works. The CCON is a group of Youth Serving agencies in Chautauqua County that each wear their own hat and get their own funding. Joyce’s job under the WIB is to work with the CCON now and to help organize and chair that group and to identify eligible youth through that cooperation to bring them under WIA. Judy and Sandy also work with adults. Joyce works strictly with the Youth. Judy explained what a Youth Navigator actually is.

The Youth Navigator helps connect the kids with services they need. If a youth comes into the One-Stop, whether they’re eligible or not, and under WIA, the eligibility for youth is the hardest to serve kids, very low income. Their income is low enough that they are eligible for food stamps, at least, if not public assistance. They also have to have a barrier such as offender, pregnant, parenting, or school drop-out, etc. The Youth Navigators are already working with the court systems. The courts are mandating the kids to go to school, and if they don’t, they will go to jail.

Judy handed out statistics of the Youth that she is serving. She talked about the kids that are dropping out of school, 16 years old and they are refusing to go to school. In the North County, there is nowhere to send them for GED or any type of education, except Job Corps because the state ed is not funding the adult learning center for 16 and 17 year olds. The Youth Council is addressing this situation. There is one place in the county that will serve 16 and 17 year old drop outs and that is through Jamestown High School. Their first priority is to keep the kids in school. They don’t want to make it easy for the kids to drop out. There is the anticipation that there will be a rise in the drop out rate because of the new regulations from the state ed. In polling the kids at the high schools, Judy has found that their biggest frustration and the reason that they drop out of school is just the amount of work. The kids just aren’t understanding. By the 3rd time they’ve flunked out of 9th grade, they are embarrassed to go back. She is working with the schools to find some alternatives. Sue commented on information she has received that kids really drop out of school around the 3rd and 4th grades, it’s really when they turn 16 or 17 that they physically walk out the doors. In the Criminal Justice sub-committee, this same issue was discussed. It’s the frustration of not getting the material and not learning that makes them angry. Joyce added that the Anger Management issue is a concern when trying to put WIA dollars towards it because it is very difficult to measure outcomes.

**Agenda Item 6 - Resolutions**

**Motion 1:** To accept the youth Council Policy and Plan w/amendments- Motion to approve was made by Ron Catalano, seconded by Marie Carrubba. Vote approved and motion carried.

Carolyn noted that there was a lot of wonderful work done on this. Sue commented that we are out in front of the state where Youth Navigators are concerned with doing connective programs.

**Motion 2:** To amend 5 year plan to incorporate all the policy changes and technical clarifications which reflect Board action and oversight over the last year. There will be a public meeting on 1/24/02 at 9:00 at JCC North to hear any comments on the 5 year plan. The Board
should be prepared to vote on this motion at the next meeting. Motion to table was made by Marie Carrubba, seconded by Ed Miner.

Motion to adjourn was made by Bruce Erickson.

Meeting was adjourned at 8:57 a.m.

Reminder The next Workforce Investment Board Meeting will be Tuesday, March 19, 2002 at the Jamestown One-Stop at 7:30 am – The Grand Opening will also be this date from 8:00 am – 10:00 am at the Jamestown One-Stop.

________________________________________
Jodell Cheney, Administrative Assistant

________________________________________
Doug Stock, Secretary

Date Approved: ___________________________