

**Jefferson County Job Development Corporation
Regular Monthly Board Meeting Minutes
October 5, 2006**

The Jefferson County Job Development Corporation held its monthly Board of Directors meeting on Thursday, October 5, 2006 in the JCJDC boardroom, 800 Starbuck Avenue, Watertown, NY.

Present: David Converse, Dennis Affinati, Robert Hagemann, Michelle Pfaff, Julie Pecori, Thomas Carman, John Doldo Jr., Michael Crowley, William Fulkerson, Thomas O'Connor, Joseph Collelo, Michael Behling, and Mary Dudo.

Others Present: James Fayle, Don Alexander, Peggy Sampson, Lyle Eaton, Joy Nuffer, and Watertown Daily Times.

Excused: Urban Hirschey, Robert Juravich, Michael Lundy, Paul Morgan, Donald Rutherford, and Robert Sturtz.

Absent: Mary Corriveau and John Gaus.

I. **Call to Order:** Mr. Converse called the meeting to order at 9:15 a.m.

Mr. Converse asked all to stand to recite the pledge of allegiance.

II. **Minutes:** Minutes of the board meeting held September 7, 2006 were presented. Mr. Affinati moved, and Mr. O'Connor seconded; and

IT WAS VOTED: To approve the minutes of the September 7, 2006 meeting as presented.

III. **Finance Committee** – Mr. Crowley reviewed the financials for the period ending September 30, 2006. Ms. Pfaff moved, and Mr. Fulkerson seconded; and

IT WAS VOTED: To approve the September 30, 2006 Treasurer's Reports as presented.

IV. **JCIDA Report:** Mr. Fayle gave the following report of the JCIDA Board of Directors' Meeting.

- Approved loan modification for Adams-Simons LLC for collateral subordination
- Approved loan modification for MLR LLC for a rate reduction
- Approved Service Agreement with JCJDC with minor change in language
- Executive Session to discuss the financial aspects of a potential PILOT and legal issues for the Z-Star foreclosure

V. **Committee Reports:**

Membership Committee/Nominating – No report

Manufacturing Committee – Ms. Pecori reported that the committee will be sending out letters to manufacturers to coordinate a tour of the manufacturing sites for students to encourage them to stay in the area. The goal is to set a date in early spring for the tour. Also, the committee will be sending out a survey to manufacturers to be used to develop future programs.

Marketing Council – Mr. Behling reviewed the Fast Facts as of September 30, 2006. JCJDC is pursuing an outdoor advertising campaign and an outreach to students via television advertisements over the upcoming holiday season.

JCJDC is sponsoring Export NY, Capital Corridor Summit, Emerge NNY, Business of Women, and Business Fair 2006.

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Staff is working with NYS Department of Labor and the Workplace to promote the joining of offices. At the JCJDC Member's Breakfast on December 1, 2006 the speakers will be James Picunas and Marty DelSignore.

Doug Schelleng, Empire State Development has reported to JCJDC that a Empire State Development representative located in Toronto will be sending out direct mail to the 613 area code the week of October 1, 2006. If there is a good response, we will be asked to host events on the other side of the border.

Visitation Committee – Mr. Alexander indicated that there were 79 visitations for the 2005-2006 fiscal year.

Workforce Committee – No report

Governance Committee – No report

VI. Other Issues:

Goals and Objectives for 2006-2007 – Mr. Fayle reported the three changes recommended have been incorporated. The changes are as follows:

- Formal visitation questionnaire
- Increase frequency of Agriculture review
- Specific goals as they relate to the MDA initiative.

Mr. Behling moved, and Mr. Carman seconded; and

IT WAS VOTED: To approve the Goals and Objectives for 2006-2007.

Service Agreement with JCIDA for 2006-2007– JCIDA changed the wording in Article VI, second paragraph. It was agreed upon to simplify the language to make it easier to understand.

Ms. Pfaff moved, and Mr. O'Connor seconded; and

IT WAS VOTED: To approve the Service Agreement with JCIDA for 2006-2007, with changes made by JCIDA.

Service Agreement with Jefferson County for 2006-2007– The renewal agreement for the amount of \$250,000 was presented and reviewed.

Mr. Doldo moved, and Ms. Pecori seconded, Mr. Hagemann abstained; and

IT WAS VOTED: To approve the Service Agreement with Jefferson County for 2006-2007.

Service Agreement with Watertown Local Development for 2006-2007- The renewal agreement was presented and reviewed. The agreement calls for an administration fee of \$5,500.00 which is a 10% increase from the previous year.

Ms. Pfaff moved, and Mr. Crowley seconded; and

IT WAS VOTED: To approve the Service Agreement with Watertown Local Development.

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Service Agreement with JCADC for 2006-2007 – The renewal agreement was presented and reviewed. The agreement calls for an administration fee of \$5,500.00 which is a 10% increase from the previous year.

Ms. Pfaff moved, and Mr. Affinati seconded, and Mr. Hagemann abstained; and

IT WAS VOTED: To approve the Service Agreement with JCADC.

VII. President's Remarks: None

VIII. Chief Executive Officer's Remarks: Mr. Fayle reminded the Board about the upcoming training meetings on October 25, 2006 and November 2, 2006. Upcoming meetings will include Jay Matteson with an Agriculture review, Doug Schelleng with an FDRLO update, and the annual meeting in January.

Mr. Fayle reviewed some conferences he has attended over the last month, including IEDC and IAMC. Three key issues that were brought up at the meetings were:

- Workforce
- Resolving of companies problems
- They want to feel accepted, that all the integral agencies are working in unity with them

Articles were handed out about Knowlton, Current Applications, and WorkKeys at BOCES. Mr. Fayle also updated the Board on the micropolitan statistics of Watertown, ranking 85th of the 577 micropolitan areas nationwide.

IX. Adjournment: With no further business before the board, a motion was made by Mr. Converse, seconded by Mr. O'Connor. All in favor. The meeting adjourned at 9:55 a.m.