

**Meeting of the Board of Directors**  
**February 12, 2018**  
**Saratoga County Prosperity Partnership Boardroom**  
**2911 Route 9, Malta, NY 12020**

Meeting called to order at 3:35 pm by Chairman Kevin Hedley.

Present:

Board Members: Chairman Kevin Hedley, Vice Chairman Brendan Chudy, Secretary Rita Cox, Scott Ostrander, Ed Kinowski, Kevin Tollisen, John Lawler, Penny Hill, David Wood, Rocco Ferraro, Josh Spain.

Staff and Guests:

Saratoga Partnership Staff: Martin Vanags, Shelby Schneider, Michele Battle, Jack Sloan; Legal Counsel, Justin Miller; Jennifer Smith, Smith Executive Services; William Resse, Saratoga Warren, Washington County Workforce Development Board (SWWWDB); Keith Manuel and Stephanie Allen, QUAD/Graphics. Lisa Scaccia, Director Saratoga County Career Center

Board Members absent: Treasurer Art Johnson, Anita Daly, Charles Wait.

Chairman Hedley asked that item nine, knowledge and education presentations, on the agenda go first. These presentations are focused on Labor and Workforce challenges in Saratoga County. Keith Manuel Human Resources, QUAD/Graphics presented first, he discussed issues facing QUAD/Graphics and their challenge in keeping employees long term.

Manual stated the retention of quality candidates is difficult in his industry. It is a hands on and physical job that many of are not ready for and when they become employed the turnover can be high. The job demands technical experience and therefore there is a need to train to ensure employee success, yet the turnover rate is near 40%.

Mr. Manual said the jobs Quad/Graphics are looking to hire for are entry level between \$13 - \$15 per hour. Another issue they face is the fact they are very seasonal within their industry, so a person may work over 40 hours with time and a half incentives for a few months, then it can drop down to less than 10 hours a week in their slow seasons, this makes it undesirable for many to stay long term. During their slow times the turnover rate increases. Currently QUAD/Graphics employs around 800 people.

William Resse, Executive Director of the Saratoga-Washington-Warren Workforce Development Board presented next. Mr. Resse explained what the WDB does and how they assist in helping their perspective counties promote business, retain jobs and assist job seekers within the community.

Mr. Resse said the, biggest hurdle is economics. The money spent on these services has decreased over the years. Mr. Resse recapped the specific services that are offered through WDB's One Stop Career Centers located in each county targeting both businesses and job seekers.

The last presenter was Lisa Scaccia, Director from the Saratoga County Career Center, Ms. Scaccia explained and provided a presentation on The Saratoga One Stop Career Center. The Center has a variety of workforce services available for job seekers and business customers.

She stated job seekers services include personal assistance from professional staff to provide career guidance, resume workshops, job search workshops, job referrals, interview workshops, mock interviews and education and training grants. A Resource Room is available for customer use and provides cost-free access to phone, fax, copier, a library of employment related materials, resume building software and internet connected computers.

She stated other business services include recruitment assistance, interview space, labor market information, grant opportunity information, job postings and workforce reduction assistance. The Department also administers the Community Work Order Program which works with local courts to place eligible offenders in supervised community service work as an alternative to incarceration.

Mr. Lawler suggested that the Board of Supervisors utilize each towns websites to assist in getting the word out about the jobs and resources that are available to the members of our community.

Chairman Hedley returned to the agenda order. A motion was made by Ms. Cox to approve the minutes of the January 23, 2018 meeting. Mr. Tollisen seconded the motion. On a voice vote the motion passed unanimously with one abstention by David Wood.

Treasurer's Report was presented by President Marty Vanags. He discussed the statement of activity, balance sheet and bills to be paid. The County check was received in late January for \$775,000, at that time occupancy tax collected was \$994,000 but Fourth Quarter numbers were not all in. Based on last year's total of \$775,000, approximately \$497,000 was occupancy, and \$278,000 was from the general fund

Balance sheet shows the bank balance as of 1/31/2018 of \$776,000.

Mr. Vanags said additional income received in January was from the Quickbooks training held the last week in January. We will be receiving an additional \$4,000 from the UDSA which will bring the total cost of hosting the event down to ~\$800.

Professional Dues were higher this month than usual due to 2018 dues paid for CEG & UVANY and Program expenses higher than usual due to the purchase of the Quickbooks licenses for training.

A motion to accept the Treasurer's Report, was made by Mr. Tollisen, and seconded by Mr. Chudy. On a voice vote the motion passed unanimously.

Next Mr. Vanags presented the Presidents Report. A decision to table the Next Wave Communities memo until next meeting was decided on to give the Board time to review the full report given to them about Next Wave.

The discussion of Metrics by which the SCPP is measured was introduced and a discussion ensued about the importance of estimating the number of jobs Saratoga County will receive in 2018 and how many can be attributed directly to the SCPP's initiatives.

Mr. Vanags proposed not to estimate how many jobs will be awarded in 2018 but rather track the jobs throughout the year, because attempting to estimate and qualify this number would be difficult. There was discussion back and forth on the relevance of how to measure SCPP's performance on this matter.

Mr. Lawler and others were concerned when they report back to their towns there needs to be a defined number for success and Ms. Hill reiterated the Board needs to examine what the idea of success is and have a clearer idea of what the Board is looking for and proposed that they need to see last year's metrics, compare it with this years and after some time to evaluate, then continue the discussion.

Mr. Kinowski restated SCPP's mission statement to secure Private Sector Jobs and investment in the community. Mr. Vanags, agreed and explained that meeting all the qualifying parts of the metrics will lead to growth in the Economic Development of Saratoga County. The discussion was tabled until the next meeting when after the Board has had time to evaluate the proposed metrics.

A motion to adjourn to Executive Session at 5:31pm to discuss personnel issues was brought by Ms. Cox and seconded by Mr. Lawler.

The Board came out of Executive Session at 5:39pm A motion was made to designate Schelby Schneider as Vice President with an annual salary of \$85,000 by Mr. Lawler and seconded by Ms. Cox. On a voice vote the motion passed unanimously.

A motion to adjourn was made by Ms. Cox and the motion was seconded by Mr. Ferraro. On a voice vote the motion passed unanimously.

The meeting was adjourned at 5:48pm

Recording Secretary\_\_\_\_\_