

Finger Lakes Workforce Investment Board, Inc.
EXECUTIVE COMMITTEE MEETING MINUTES
Finger Lakes Workforce Investment Board, Meeting Room B
Go To Meeting--Online
Wednesday, November 2, 2011 – 8:00am

ATTENDANCE: Chair: Hal Smith
Members: Debbie Culeton, Bob Doeblin, Dr. Joseph Marinelli, Mike Manikowski, , Dr. Barbara Risser , Angie Scanlon (via phone), Ron Golumbeck,
Staff: Debbie Sowards, Karen Springmeier, Pat Gopen, Mike Woloson
ABSENT: Menzo Case, Bob Leiby, Dr. Risser

Mr. Smith called the meeting to order 8:09 am.

A motion was made by Mr. Golumbeck to approve the minutes of September 7, 2011 as submitted, seconded by Ms. Culeton. Minutes approved as submitted.

COMMITTEE REPORTS:

Finance & Audit Committee (Mr. Doeblin): The committee met recently and reviewed first quarter spending – everyone is on target. The 990 and Independent Audit are complete (resolution later in the meeting) and will be presented at the November board meeting. Mr. Doeblin noted there were no findings or concerns to report as a result.

Governance & Membership (Mr. Manikowski/Ms. Springmeier): Ms. Springmeier reported the addition of three new members to the board; there remains one vacancy in Seneca County created by the resignation of Suzanne Sinclair which the county is recommending to fill when the new County Administrator is hired.

Marketing & Communications (Ms. Culeton): Nothing new to report. The committee is waiting for outcomes and a new structure as a result from the strategic planning session.

Performance & Evaluation (Mr. Golumbeck/Mr. Woloson): The committee met in October via conference call and continue reviewing training outcomes. OJT outcomes have a 90% success rate with businesses retaining the employee at the completion of the OJT. ITA outcomes vary depending on the area of training. Next meeting is in December.

Planning Committee (Mr. Smith): Finger Lakes Works... *with their hands!* was held October 6, 2011 with 540 students attending from 24 school districts in the four counties.. Special thanks and recognition to Seneca Falls Savings Bank/Royce & Rosenkrans Insurance for being the premier sponsor. Evaluations from the day were very positive.

Youth Council (Ms. Gopen): Summer youth employment programs as well as those that continue throughout the year were discussed at the last meeting. Out of school youth are required to complete work readiness credential testing as a career readiness credential.

Consortium (Mr. Woloson): The Governor is advocating for language services; Consortium is working on curriculum development. Two workforce advisors hired in the summer are fully implemented; one has taken the responsibility of Trade Act Coordinator. Also working with the training team to make ITA procedures more user friendly; there will be more dedicated staff at the One Stops providing more business services as well.

Business Services (Mr. Woloson): Job Fair on 9/26 at the Ramada Inn had 40 employers registered with 400 job seekers attending. Wayne County job fair in October had more than 400 job seekers attending. We have been asked to participate in a virtual job fair in December – a regional undertaking by the nine county region.

Healthcare Alliance (Mr. Woloson): A forum was recently held at the Victor FLCC campus on talent development where the new visions program was discussed. Preparations continue for the career fair on March 14, 2012 at FLCC Geneva. Fingerlakesworks.com has info for exhibitors, sponsors, etc.

Director's Report/FAME Update (Ms. Springmeier): Ms. Springmeier touched upon recent activities including attending NYTEP, Middle Skills Presentation, FLCC, panel for 11 county ARC collaborative for services available, H1B Grant, skills challenge of employing US Citizens, 9 county region pipeline activities & training funds, advanced manufacturing career navigator. ITT/Goulds hosted Senator Schumer promoting the Sectors Act last week.

FAME: 11/14 MCC Event will be a teleconference and panel discussion afterwards – creating employment and economy in the Finger Lakes. 7/8th grade business tours have started with 4-5 schools touring businesses; schools are reimbursed for mileage.

RESOLUTIONS:

- **Resolution #02-11 – Lease Approval:** Motion to approve made by Ms. Culeton and seconded by Mr. Golumbeck; Mr. Doeblin abstained. All in favor; motion carried.
- **Resolution #03-11 – Approval of Grant from Daisy Marquis Jones Foundation:** This grant was written by Cathy Cabrier and an intern for the March career day. Motion to approve made by Mr. Doeblin and seconded by Dr. Marinelli. All in favor; motion carried.
- **Resolution #04-11 – Acceptance of Audit for Program Year 10 (July 1, 2010 – June 30, 2011):** Motion to approve made by Mr. Doeblin and seconded by Mr. Manikowski. All in favor; motion carried.

STRATEGIC PLANNING SESSION – Update:

Ms. Springmeier reviewed the next steps: (1) talked about eliminating Planning Committee; (2) real duties of the Planning Committee; (3) form two new committees – cluster and pipeline; action items for Executive Director and Executive Committee; (4) expanding workforce advisor plan/position; (5) real time occupational data; (6) definition of Marketing Committee.

Action Item: For January's meeting Ms. Springmeier will prepare information in writing about committees and objectives for the four existing committees for the new year.

Board Meetings: November 16, 2011 – Ontario County Safety Training Facility

Presentation: Independent Audit – The Bonadio Group

Success Story: Finger Lakes Works...*with their hands!*

Next Executive Committee Meeting: Wednesday, January 4th, 2012 – Meeting Room B at the WIB

There being no other business, the meeting adjourned at 9:45am.

Respectfully Submitted,
Debra A. Sowards
Fiscal Coordinator