

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES

Wednesday, November 16, 2011, 8:30-10:00am

Ontario County Safety Training Facility, Canandaigua, NY 14424

ATTENDANCE:

Chair: Hal Smith

Members: Theodore Jordan, Lina Brennan, Mary Lee Burnell, Menzo Case, Colleen Combs, Deborah Culeton, Robert Doebelin, John Garvey, Ron Golumbeck, Joseph Hamm, Mike Mandina, Mike Manikowski, James Marquette, Sarah Purdy, Barbara Risser, Mike Rusinko, John Socha, Marty Teller, Jocelyn VanGelder, Tom Facer

Guests: Carol Kramer (for N. Leathersich), Gerry Archibald (The Bonadio Group), John Boronkay, Chris Brown, Martha Costello, Angel Cook, Lynn Freid, Sherry Morse, Betsy Russell-Orr, Kathy Templar, Brian Young

Staff: Karen Springmeier, Michael Woloson, and Debbie Sowards

ABSENT: Jessica Bacher, Jeb Becker, Peg Churchill, Jennifer DeVault, Dawn Edwards, Sarah Fantauzzi, Jack Farrell, Steve Isaacs, Nicolette Leathersich, Robert Leiby, Joseph Marinelli, John Mueller, Kevin O'Hagan, Dave Phillips, Ken Riemer, Angie Scanlon, Charlie Schillaci, Douglas Stark, Martin Williams

Mr. Smith called the meeting to order at 8:32am, welcomed everyone, and introductions followed

ENVIRONMENTAL SCANNING

Economic Issues/Trends/Concerns:

- No reports

Program Changes:

- None to report

Privilege of the Floor:

- Joseph Hamm reported the Regional Economic Development Council has submitted their strategic plan review panel for \$40 million to support various projects, creating 7,000 jobs and providing associated tax credits.
- Michael Manikowski reported renovations to EastView Mall and the addition of Von Mauer to be in the near future.
- Congratulations to Barbara Risser for being nominated as an Athena recipient!

COMMITTEE UPDATES:

- Finance & Audit: Mr. Doebelin
The committee has been working to finalize the 990 and audit. Presentation by The Bonadio Group will be later during the meeting.
- Governance & Membership: Mr. Manikowski
The board is current at a full private sector membership with succession planning in place.
- Marketing & Communications: Ms. Culeton
The committee is waiting for a new direction pending the results of the strategic planning session held in September. December 1, 2011 is the next scheduled meeting set to discuss the committee's future. Ms. Templar reported on promoting services that continue through email blasts, letters and job leads. Job Fairs have been held recently with advertising in local newspapers.
- Performance & Evaluation: Mr. Golumbeck/Mr. Woloson
The committee last met in October and continue reviewing training outcomes and reviewing policies to ensure alignment for positive outcomes.
- Planning: Mr. Smith
The 6th annual Finger Lakes Works....with their Hands! Career day was held on October 6th with great attendance by area school districts.
- Youth Council: Mr. Case
The last youth council meeting hosted a presentation on 'bath salts' which is a synthetic stimulant powder product containing amphetamine-like chemicals which may have a high risk for overdose. These bath salts are sold in several area stores. Mr. Case encouraged everyone to write letters to ban the sale of this. For a list of businesses who sell bath salts, please contact him.
- Consortium: Mr. Woloson
Members have been working on reports from the state to standardize within the state. We continue funding people in demand occupations. Career Navigator is next being offered in Penn Yan the week of December 5, 2011. There is an on-site job fair at EastView Mall 12/6/11 for seasonal work – location will be at the BonTon Court.

COMMITTEE UPDATES:

- Business Services: Mr. Woloson
The Business Service Reps have been busy with job fairs (September in Geneva and October in Newark), recruiting for OJTs. Wal-Mart has recently hired several new employees and will be holding their orientation at the Lyons office.
- Director's Report: Ms. Springmeier
We were recently informed of the WIB has been awarded from NYS DOL the H1B Grant in partnership with MCC, GCC, and FLCC and the 9 county region of 47 school districts promoting Advanced Manufacturing. The grant provides for a full time Career Navigator and tutors at each community college to assist with math and science.

BOARD PRESENTATION – Independent Audit

Gerald Archibald, The Bonadio Group

Mr. Archibald presented the Independent Audit report for the period ending June 30, 2011. He noted the WIB had a clean audit; no internal control weaknesses or management letter comments; and no audit adjustments or uncorrected statements. There were also no findings in the single audit.

NEW BUSINESS/CONSENT AGENDA:

- **Minutes** from November 16, 2011 - Motion to approve by Mr. Case, seconded by Ms. Culeton. All in favor. Motion carried.
- **Resolution #01-11: Approval of Intensive & Training Providers and Programs**: Motion to approve made by Mr. Castiglione, seconded by Mr. Golumbeck. All in favor; motion carried.
- **Resolution #02-11: Lease Approval**: Motion to approve by Ms. Purdy, seconded by Mr. Teller. Mr. Doebelin abstained. All in favor; motion carried.
- **Resolution #03-11: Approval of Grant from Daisy Marquis Jones Foundation**: Motion to approved made by Ms. Culeton, seconded by Mr. Teller. 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. Doebelin, seconded by Mr. Rusinko. All in favor; motion carried.

SUCCESS STORY: Finger Lakes Works...with their hands!

Mr. Smith noted the recurring slide show running during today's meeting. The 6th Annual Event was held October 6, 2011 at the Rodman Lott and Son Farms.

MEETING EVALUATION

- Results of May's meeting evaluation were previously emailed.
- Everyone is encouraged to complete an evaluation for today's meeting. Evaluations are reviewed by the Executive Committee and comments are taken into consideration for future meetings.

OTHER BUSINESS:

- The annual report for the period July 1, 2010 – June 30, 2011 was distributed to everyone at the meeting. This can also be found on our website at www.fingerlakesworks.com.
- Strategic Plan: The Executive Committee met in November to review. Outcomes include brand development, cluster initiative – both to be reviewed and expanded by the Executive Committee. Cluster Committee – further develop remaining clusters with focus on the K-12 pipeline development and promotion and sustainability.

Next Board Meeting - Wednesday, January 18, 2012 at the Ramada Inn, Geneva, NY. Networking breakfast from 8:00-8:30; Meeting to be held from 8:30-10:00.

The meeting adjourned at 9:45am.

Respectfully submitted,
Debbie Sowards
Fiscal Coordinator