

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES

Wednesday, November 14, 2012, 8:30-10:00am

Geneva Ramada Lakefront

ATTENDANCE:

Chair: Hal Smith

Members: S. Brusso, M. Case, M. Costello, d. Culeton, L. Davidson, M. Davis, R. Doeblin, R. Golumbeck, J. Hamm, D. Hellert, C. Hess, T. Jordan, M. Kauffman, C. Kramer, R. Leiby, M. Manikowski, J. Marinelli, J. Mueller, R. Murphy, K. O'Hagan, B. Risser, M. Rusinko, A. Scheetz, C. Schillaci, J. Socha

Guests: G. Archibald, K. Hagan and J. Knifely of The Bonadio Group; C. Brown, S. Morse, B. Russell-Orr, K. Templar, J. Vrabel, B. Young

Staff: K. Springmeier, M. Woloson, P. Gopen, and D. Sowards

ABSENT: M. Davis, P. Churchill, J. Garvey, D. Stark, M. Kauffman

Mr. Smith called the meeting to order at 8:33 am. New members were introduced and welcomed; introductions of all present followed.

Moment of silence for Bob Matteson of FLCC who passed away unexpectedly recently. Bob was also a member of the FLWIB Marketing & Communications Committee and a great partner to work with.

BOARD PRESENTATION: Independent Audit – Gerald Archibald, The Bonadio Group.

2012 Audit Review (for the period July 1, 2011 – June 30, 2012) and Reports were distributed and reviewed. Mr. Archibald noted this is a clean and green audit report. There is no management letter and no internal control deficiencies. The IRS is focusing on personal use of automobiles. A personal use of company vehicle policy has been developed and approved by the Executive Committee and has been put into effect. The audit reflects a clean and unqualified opinion. Mr. Archibald noted the \$64,000 of net assets is not a lot. If there were significant cuts in federal funding, the FLWIB would have to make cuts to staff and changes affecting the agency and how it does business.

ENVIRONMENTAL SCANNING

Economic Issues/Trends/Concerns:

- John Mueller – early apples were great, but there were no peaches and cherries and only ½ the normal crop of later apples. Dairy – 75% of normal available, high quality but struggling for supplement feed to animals.
- Ron Golumbeck announced Goulds Pumps/ITT has begun their research and development center expansion which includes a 75,000 square feet new building and hiring an additional 75 employees in the next several months.

Program Changes:

- Ms. Springmeier noted we really are not sure what is going to happen after January regarding sequestration. As information becomes available, Ms. Springmeier will inform the board.

Privilege of the Floor:

- Mike Manikowski - Ontario County Economic Development is applying for a foreign trade zone designation. This would also serve our 4 county area as well as Steuben and Livingston Counties.

COMMITTEE UPDATES:

- Finance & Audit: Mr. Doeblin
The Bonadio Group provided a presentation earlier in the meeting on the PY11 (July 1, 2011 – June 30, 2012) independent audit. A resolution will be presented later in the meeting to approve the audit.
- Governance & Membership: Mr. Manikowski
Michele Fortune, Viahealth, will be joining the board in January; Dr. Marinelli's position as Superintendent of the WFLBOCES district will be filled in the spring after a replacement has been named..
- Marketing & Communications: Ms. Culeton
Committee activities – working on the best way to report statistics and in what format. Also working on website revisions and additional campaign activities.
- Performance & Evaluation: Mr. Golumbeck
The committee last met a week ago and reviewed traffic at the One Stop Centers. There is a notable increase in job seekers – up 1,000 compared to last year. New registrations are up significantly as well as front door traffic. Reviewed spending for training for PY'11 – health care and nursing trainees were heavy users of training funds. Placement rate for machinists was 100%. GW Lisk program is at capacity in partnership with FLCC. In process of doing One Stop recertification – slightly modified as proposed by the state. Modified version includes a self-assessment by each One Stop Director. Recertifications should be complete by year end.

COMMITTEE UPDATES: (continued)

- Healthcare: Mr. Woloson
Friday – workshop at Victor campus FLCC – One Stops - What can they do for you? Focused on services available to healthcare employers. Career Day is set for March 20, 2013 at FLCC Canandaigua Campus. Looking for sponsors for the event; if anyone is interested, information can be found on the website, www.fingerlakesworks.com.
- Youth Council: Mr. Case
At the last meeting, Big Brothers Big Sisters staff provided the presentation on the services available for youth. The committee also discussed the formula for allocating funds.
- Consortium: Mr. Woloson
Numbers for the quarter reflect traffic increase – more attending workshops and more enrolled in training. Career Navigator is scheduled one more time before the end of the year in Yates County. Online training is available through Metrix Learning. The training team reviewed certification training through Metrix, a new offering.
- Business Services: Mr. Woloson
Business Services Representatives are marketing the OJT program. There is a job fair today at the Quality Inn in Newark with 30 employers registered. Currently reaching out to chamber partners for an upcoming workshop.
- FAME: Mr. Golumbeck
Hiring and Training committee – guest speaker was Julia Taylor from ITT who spoke to how do you get engagement of management – acceptance of zero to get to world class - engagement of employees. Ms. Springmeier noted in everyone's folder there is a save the date flyer for the annual FAME event in January. Detailed information and registration information is available online at nyfame.org.
- Director's Report: Ms. Springmeier
A copy of the annual report can be found in everyone's folders. Many thanks to WFLBOCES for printing these at no cost to the WIB. Middle skills events – FLWWTH, Absolutely Abbey, panel with guidance counselors at Finger Lakes Tech centers. Veterans' job fair in October was successful.

SUCCESS STORY: Finger Lakes Works....with their hands! - Mr. Davis and Ms. Gopen

The 7th annual Finger Lakes Works...with their hands! was held October 4, 2012 at the Rodman Lott and Son Farms. A copy of the program with additional information was in everyone's folders. Members of the Steering Committee were recognized for their efforts in putting together such a great event. This year 540 students attended from 27 school districts. A video produced by FLCC was viewed by all.

NEW BUSINESS/CONSENT AGENDA:

- **Minutes** from September 19, 2012 - Motion to approve by Mr. Case, seconded Mr. Davis..
- **Resolution #01-12 – Acceptance of Audit for Program Year 11 (July 1, 2011 –June 30, 2012):** Motion to approve by Mr. Doeblin; seconded by Ms. Culeton. All in favor; motion carried.
- **Resolution #02-12 – Resolution of Appreciation - Robert Leiby:** Motion to approve by Ms. Culeton; seconded by Dr. Marinelli. All in favor; motion carried.

MEETING EVALUATION

- Results of May meeting evaluation was included in the meeting materials.
- Everyone is encouraged to complete an evaluation for today's meeting noting there are 2 additional questions. Evaluations are reviewed by the Executive Committee and comments are taken into consideration for future meetings.

Next Board Meeting – Wednesday, January 16, 2013 – Geneva Lakefront Ramada Inn.

The meeting adjourned at 10:00am motioned by Mr. Case; seconded by Mr. Golumbeck.

Respectfully submitted,
Debbie Sowards
Fiscal Coordinator