

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES

Wednesday, May 15, 2013, 8:30-10:00am

Holiday Inn, Waterloo

ATTENDANCE:

Chair: Hal Smith

Members: G. Boyer, L. Brennan, S. Brusso, M. L. Burnell, M. Case, C. Combs, L. Davidson, M. Davis, J. DeVault, R. Doebelin, T. Facer, J. Garvey, J. Hamm, D. Hellert, C. Hess, T. Jordan, M. Kauffman, M.

Manikowski, J. Mueller, R. Murphy, K. O'Hagan, D. Phillips, B. Risser, J. Sieber, J. Socha, M. Williams

Guests: P. Birmingham, J. Boronkay, C. Brown, A. Cook, J. Daniels, B. Russell-Orr, K. Templar, J. Vrabel, B. Young

Staff: K. Springmeier, D. Sowards, D. Brennan, L. Cunningham, B. Rotenberg, M. Woloson, P. Gopen

ABSENT: P. Churchill, M. Costello, D. Culeton, M. Fortune, R. Golumbeck, C. Kramer, M. Mandina, J.

Marinelli, J. Marquette, S. Purdy, K. Riemer, M. Rusinko, A. Scheetz, C. Schillaci.

Mr. Smith called the meeting to order at 8:30 am. New members were introduced and welcomed; introductions followed.

A special thank you was given to Cathie Chabrier, Chair of the Healthcare Alliance Pipeline Committee, for her work with the Health Care Career Day in March.

ENVIRONMENTAL SCANNING

Economic Issues/Trends/Concerns:

- Mr. Mueller/Farm Report – May is one of the busiest months for agriculture in the area. Mr. Mueller noted that farm workers and the topic of immigration are on their radar.
- Mr. Facer discussed the fruit industry in the area. He stated that this year there was a very large crop and there might be a record apple crop.
- Mr. Manikowski noted that the Governor has set aside substantial amount of monies for tourism, and the Finger Lakes area is well equipped to compete for this.
- Mr. Smith noted that Halco has received a \$200,000 grant for alternative fuels for larger vehicles.

Program Changes:

None Noted

Privilege of the Floor:

- None Noted

COMMITTEE UPDATES:

- Finance & Audit: Mr. Doebelin
Preliminary PY'13 allocations have been received. Funding for Adult and Dislocated Worker will be increased in the Program Year 2013 (PY'13). However, the carry-over will not be as much as from PY'11 to PY'12. Ms. Springmeier noted that the formula used to determine allocations allowed more funding-sequestration was taken out of this number, leaving us with increased funding.

- Governance & Membership: The slate of officers is as follows:

Chairperson –	Mr. Ron Golumbeck
First Vice Chair (Private) –	Ms. Lina Brennan
Second Vice Chair (Public) –	Mr. Michael Manikowski
Treasurer –	Mr. Robert Doebelin

Mr. Manikowski announced that 16 of 17 board members up for reappointment agreed to another three year term. Ms. Colleen Combs is retiring and will be leaving the board. Mr. Bob Trousie, Regional Director from the Workforce Development Institute, will be replacing Ms. Combs. Two vacant spots have been filled by Scott Bischooping, Superintendent of Wayne-Finger Lakes BOCES, and Charlene Harvey, Superintendent of Red Jacket High School. As of July 1, 2013 the FLWIB will be at full membership.

- Marketing & Communications: Ms. Springmeier for Ms. Culeton
The committee has been reviewing various charts and ways to better market Finger Lakes Works and its services. Ms. Brennan has created a new Marketing Report. The new website is now live and is being updated daily. Ms. Deb Hellert and her team at Reliant Federal Credit Union have designed proposed logo/rebranding ideas. The staff will conduct focus groups in order to get the opinion of both job seekers and employers. The "Why I Love the Finger Lakes" Career Expo will be held on May 23rd at FLCC, Main Campus in Canandaigua. The "Now What?" Career Seminar for Recent College Graduates has been cancelled due to lack of participants. New ways will be researched in order to connect with this target audience. The committee is putting together a new campaign for PY'13, "Just Add One". This will be focused on getting business to "just add one" job.

- Performance & Evaluation: Mr. Woloson for Mr. Golumbeck
Increased traffic at the One-Stop Career Centers has led to increased productivity by the staff. The review of the demand occupation list is underway and will be updated by July 1, 2013.
- Healthcare: Mr. Woloson
Preparations for next years' Healthcare Career Day are under way.
- Youth Council: Mr. Case
The committee has reviewed three key objectives, and has met all of the objectives. The three objectives are; placement in education/employment, attainment degree/certificate and lit/num increase. Mr. Case noted that there were no sanctions as a result of this. The *Finger Lakes Works...with their hands* sponsorship seems to be looking good.
- Consortium: Mr. Woloson
The One Stops have been working on standardizing five workshops among the various centers. Two out of five have been standardized at this point. The staff development committee will continue to survey and consult with staff on best practices.
- Business Services: Mr. Woloson
The main focus of the Business Services is OJT. The goal set on April 1st was to have 10 new OJTs start by the end of the current program year (June 30th) thus far 19 new OJTs are in progress. The upcoming Career Expo will provide a connection between job seekers and businesses

NEW BUSINESS/CONSENT AGENDA:

- **Minutes** from March 20, 2013 - Motion to approve by Mr. Manikowski, seconded by Mr. Jordan.

SUCCESS STORY: Work for Success Program- Joseph Hamm, NYSDOL.

RESOLUTIONS:

- Resolution #06-12: **Acceptance of NYSDOT Careers in Construction Grant**
Motion to approve by Mr. Davis, seconded by Mr. Garvey. All in favor, motion carried.
- Resolution #07-12: **Approval of PY'13 WIA County Budgets**
Motion to approve by Mr. Garvey, seconded by Mr. Davis. All in favor, motion carried.
- Resolution #08-12: **Approval of FLWIB, Inc. PY'13 Budget**
Motion to approve by Mr. Doeblin, seconded by Mr. Davidson. All in favor, motion carried.
- Resolution #09-12: **Approval of PY'13 Youth Contractors**
Motion to approve by Mr. Case, seconded by Mr. Mueller. All in favor, motion carried.
- Resolution #10-12: **Approval of Slate of Officers**
Motion to approve by Mr. Manikowski, seconded by Mr. Jordan. All in favor, motion carried.
- Resolution #11-12: **Approval of Administrative Agreement July 1, 2013 – June 30, 2014**
Motion to approve by Mr. Davidson, seconded by Mr. Mueller. All in favor, motion carried.
- Resolution #12-12: **Approval of Recertification of Finger Lakes Works Centers**
Motion to approve by Mr. Mueller, seconded by Mr. Jordan. All in favor, motion carried.
- Resolution #13-12: **Approval of Resolution of Appreciation – Colleen Combs**
Motion to approve by Ms. Burnell, seconded by Mr. Garvey. All in favor, motion carried.
- Resolution #14-12: **Approval of Local Plans**
Motion to approve by Mr. Phillips, seconded by Mr. Mueller. All in favor, motion carried.
- Resolution #15-12: **Approval of Resolution of Appreciation – Hal Smith**
Motion to approve by Mr. Manikowski, seconded by Mr. Doeblin. All in favor, motion carried.

BOARD PRESENTATION: Foreign Trade Zone- Mike Manikowski & Laurie Ritter.

MEETING EVALUATION

- Results of January meeting evaluation were included in the meeting materials.
- Everyone is encouraged to complete an evaluation for today's meeting. Extra questions about services our board members use, and why or why not, were included on this evaluation.

Next Board Meeting – Wednesday, September 18, 2013 – The Geneva Lakefront Ramada Inn

Motion to adjourn made by Mr. Case, seconded by Ms. Combs at 9:38am.

Respectfully submitted,
Dinah Brennan
Executive Assistant