

FINGER LAKES WORKFORCE INVESTMENT BOARD PERFORMANCE & EVALUATION COMMITTEE MINUTES

Wednesday, October 30, 2013

GO TO Meeting-8:30am

Attendance: Martha Costello, James Marquette, John Mueller, Cheryl Hess

Staff: Mike Woloson, Dinah Brennan

Absent: Kevin O'Hagan, John Socha, Theodore Jordan, Martin Williams

❖ Program Review

○ Traffic and Services Numbers

Mr. Woloson reviewed the traffic, services and unemployment charts. Unemployment rates have been consistently decreasing. The Career Center traffic reports lower numbers in August. Mr. Woloson stated that this was happening statewide. Mr. Mueller inquired about how the unemployment rates are determined and if unemployment rates typically have an effect on traffic at the Career Centers. Mr. Woloson explained the unemployment numbers are determined via a telephone survey done federally and by the state, and the unemployment rate usually effects the traffic at the centers from year-to-year. Mr. Woloson discussed services provided by the Career Centers. These numbers are mostly decreased from the previous program year- except the number of OJTs, which are doubled from this time last year.

❖ OJT Outcomes

- The Program Year 2012 (PY'12) retention (success) rate for Individual Training Accounts (ITA) was 66%, which is up about 10% from the previous Program Year 2011 (PY'11). The OJT success rate from PY'12 is 88%. Mr. Woloson explained the OJT process. Thus far in Program Year 2013 (PY'13), the success rate is 81% for OJT retention from July to September.

❖ Performance

○ PY'13 Performance

Mr. Woloson explained and reviewed the goals for this program year.

❖ Consortium Improvement Plan

- Staff Development has been an ongoing process. In August, staff did review training for the database. In September, staff attended a workshop on metrics. Follow up of this workshop will take place in November to see how staff is doing with the metrics. Hobart and William Smith College students have created a survey for all staff on digital literacy (online communication- ie. Social media). Updates on the survey and outcomes will be presented next meeting to the Performance and Evaluation Committee. To finish up the Recertification process for the Career Centers- the FLWIB will be presenting these certificates to each center. Friday, November 1st at 11a.m, the Wayne County Career Center in Lyons will be presented with their certificate. Committee members are welcome to attend.

❖ Cluster Update

◆ Healthcare Alliance of the Finger Lakes

- The committee is beginning to plan for the 3rd annual career day. This will be held on March 14, 2014. Mr. Woloson noted they are beginning to look for sponsors. They are expecting about 300 students this year.

❖ **Other Business**

Mr. Woloson explained there is an advisory committee that meets throughout the year, about 2 or 3 times, to assist the Business Service Team with information and ideas from a business's perspective. If anyone is interested in joining this advisory committee please contact Mr. Woloson. Discussion will be held next meeting.

❖ **Next meeting:** Wednesday, December 18, 2013 at 8:30am – Conference Room B, FLWIB.

Respectfully Submitted,
Dinah Brennan
Executive Assistant