

Finger Lakes Workforce Investment Board, Inc.
EXECUTIVE COMMITTEE MEETING MINUTES
Finger Lakes Workforce Investment Board, Meeting Room B
Wednesday, January 8, 2014 – 8:00am

ATTENDANCE:

Chair: Ronald Golumbeck

Members: B. Doeblin, B. Risser, S. Bischooping, M. Manikowski, L. Brennan

Staff: K. Springmeier, M. Woloson, D. Brennan

ABSENT: D. Culeton, M. Case, T. Jordan, H. Smith

Mr. Golumbeck called the meeting to order at 8:04am.

November Minutes were approved as written.

COMMITTEE REPORTS:

Finance & Audit Committee (Mr. Doeblin): The 990 and the Chart 500 have been finalized and submitted by the auditors. The committee is currently awaiting responses from auditing firms in response to the RFP. Spending levels have increased and should be back on track by the next quarter.

Governance & Membership (Ms. Springmeier): There is still a Yates County member vacancy on the board. The outreach has been consistent in the process of filling this position on the board. Sarah Purdy will be replaced by another Yates County Legislator. Ms. Brennan will be creating a list of the board member's that will have their 3-year terms expire on June 30, 2014.

Marketing & Communications (Ms. Springmeier): The main focus of the Marketing committee at this time is the dashboard report. Ms. Brennan distributed and discussed the draft dashboard report. Suggestions were made and will be implemented. **Action: Ms. Brennan to update the committee as the designing of the dashboard report continues.**

Performance & Evaluation (Mr. Woloson): Scheduled to meet January 22nd.

Youth Council (Ms. Brennan): Youth Council held their meeting this past Monday, January 6th. A youth from Ontario County put together a PowerPoint on the 2013 Summer Youth Employment Program. Robert Coe presented to Youth Council about veterans opportunities, skills, and other important information regarding veterans that are 18-24 years of age. Performance goals are being met. The youth, Karina Anderson, that holds a position on the Youth Council is a great success story as she is attending SUNY Albany with a double major and a minor. She was a WIA youth.

Consortium (Mr. Woloson): The Workforce Advisor position at FLWIB has been filled by former Department of Labor employee, Kelly Voll.

Business Services & Healthcare Alliance (Mr. Woloson):

- Jodie Daniels, Business Service Representative for Wayne County, has recently retired. Mr. Woloson is working with Martha Costello and Kathy Templar to fill this position. Mr. Woloson is monitoring Ms. Daniels' two current OJTs until further notice.
- Unemployment rates are down, which correlates with the decrease in Career Center traffic. The Department of Labor is requiring customers in their 20th and 26th week of Unemployment Insurance to come to a Career Center to participate in a "Jump Start" Workshop. These customers then must choose one of six options (workshops, Career Navigator, WorkKeys...etc.) to follow up over the next weeks. The traffic may rise due to customers' Unemployment Insurance unable to be extended any more due to new laws.
- Mr. Woloson noted that between July 2013 and November 2013, we have done 34 OJT accounts. During this period of the previous year, 2012, the total of OJT accounts was 15.
- Students from Hobart and William Smith Colleges provided staff with digital literacy training in both PowerPoint presentations and social media.
- The Healthcare Alliance is holding their 3rd Annual Healthcare Career Day at the FLCC Main Campus on March 19, 2014. The Healthcare Alliance is seeking exhibitors, presenters, and sponsors for this event. For more information please visit www.fingerlakesworks.com.
- The Healthcare Alliance has a subcommittee working in conjunction with the Workforce Development Institute to create a position for a life coach to help entry level healthcare workers with their daily barriers. This is a pilot program. They are looking to work with the Visiting Nurse Services to staff the program.

Director's Report/FAME Update (Ms. Springmeier):

- Ms. Springmeier is working with Geneva High School to complete an application for the Youth Careers Connect Grant, which is due January 27th.
- Ms. Springmeier is partnering with the Ad Council of Rochester to discuss internal strategic planning and then external strategic planning.
- Ms. Springmeier noted that the FAME annual event will be held on January 22, 2014 from 4pm-6pm, with networking sessions from 3:30pm-4pm and 6pm-6:30pm at Monroe Community College. The title this year is "Driving a New National Skills Policy: Why Local Partnerships like FAME Make a Difference!"
- Bill Rotenberg's Advanced Manufacturing Career Pathways Grant has been approved to pay for 1-year certificate programs at the local community colleges. Originally the grant was strictly for the 2-year community college programs. But due to the fact of 154 students enrolled out of the 266 student goal, the funding of other programs has been approved. The students must complete their degree/certificate by spring of 2015.
- FAME meeting on this Friday, January 10th at 8:00am will be a joint meeting for both the Pipeline and the Hiring/Training committees. There will be two speakers there to discuss updated labor laws, hiring minors as interns, and when to pay for internships. This will be held at the Technical Career Training Institute in Victor, NY next to the FLCC Victor Campus and all are welcome to attend.

Resolutions

Resolution #06-13: Appointment of Michael Whitley to Youth Council

- Motion to approve made by Mr. Doebelin, seconded by Ms. Brennan. All in favor, motion carried.

Other Business

- Mr. Manikowski discussed the Smart Technology Center. Xerox will be brought in and will add more jobs. Dynamax will be bringing their whole operation to the center and adding jobs as well. He noted this is part of the "Start Up New York". There are 50 acres next to this center that will be used to add more offices. The Technology Farm in Geneva is set on 72 acres of land and at this time has every office filled. Dr. Risser noted that FLCC has submitted their plan on December 31st for "Start Up New York". **Action: Follow Up with Dr. Risser about a possible presentation for "Start Up New York" at the next Board Meeting.**
- Discussion regarding the possible casino coming to our area was had. Ms. Springmeier will be meeting with a Wilmorite Consultant next Friday at 2pm and the Executive Committee members are invited. The questions will be along the lines of how this will affect the Career Centers and the community in general. Mr. Manikowski suggested reaching out to other counties in the Upstate New York area that have a casino to understand advantages and disadvantages.
- Mr. Doebelin noted that Geneva Housing Authority along with their not for profit affiliate have submitted a proposal for the 4th time to build a 48-unit complex in Canandaigua, NY on about 8-9 acres of land.

Board Meetings: January 15, 2013 – *Holiday Inn Waterloo/Seneca Falls*

Presentation: New York State Regent Wade S. Norwood

Success Story: Cardio Pre-Hab, Finger Lakes Health representative

Next Executive Committee Meeting: Wednesday, March 5, 2014; 8:00am – Meeting Room B at the WIB

A motion to adjourn was made by Mr. Manikowski, seconded by Mr. Bischooping.

Respectfully Submitted,
Dinah Brennan
Executive Assistant