

# FINGER LAKES WORKFORCE INVESTMENT BOARD PERFORMANCE & EVALUATION COMMITTEE MINUTES

Tuesday, October 14, 2015

9a.m. – FLWIB Offices

Attendance: Nancy Abarca-Hernandez, John Mueller, Valerie England

Staff: Mike Woloson, Dinah Brennan, Karen Springmeier

Absent: Cheryl Hess, Greg Lazzaro

❖ **Minutes from August 25, 2015 were approved by unanimous decision.**

## ❖ **Program Review**

### ○ **Traffic and Services Numbers**

Mr. Woloson reviewed the PY'14 Dashboard Report. Unemployment rates, traffic rates at the career centers, and service numbers are all trending downward. Performance goals and measures were reviewed and discussed. Some performance measures will be changing under the new WIOA legislation. The committee requested a new goal be set to remove filled positions from the database within a timely manner. **Action: Staff to focus on following up and removing job postings about 2-3 weeks after the original posting.**

## ❖ **Training Outcomes –OJT**

- Mr. Woloson reviewed the OJT summary for PY'14..

## ❖ **Consortium**

### ○ **Soft Skills**

The Personal Skills for Success Training Program is being implemented and has been administered at the Wayne County Career Center in July, the Geneva Career Center in August, as well as Seneca and Yates Counties in September. The 2-day curriculum has been designed by WFL-BOCES, staff, and the consortium. WFL-BOCES staff has been instrumental in the design, implementation and training of the Center staff throughout this process. This program offers a certificate to those who complete it and the business service team is working to have this recognized by local employers. Mr. Woloson noted the FAME Hiring and Training Committee's Soft Skills Summit in Wayne County at the Young Summers Winery took place in September. Ms. Melissa Stuart (BOCES) and Mr. Woloson presented at this event. About 10 to 12 participants have completed the program as of now. **Action: Staff to include opportunities to attend this program on website calendar.** Ms. Abarca-Hernandez noted that if a translator could be available, some of the customers through PathStone may benefit from this service.

## ❖ **Cluster Update**

### ○ **Industry Breakdown in the Finger Lakes**

Mr. Woloson distributed a sheet that included a breakdown of all industries in the Finger Lakes and surrounding areas. This information showed how many jobs were in each industry. **Action: Mr. Woloson to provide information to counselors in order to better inform customers of opportunities.**

### ○ **Healthcare Alliance of the Finger Lakes**

The Alliance is holding a healthcare presentation for industry professionals and educators on the current and future needs for the area. The event will be held on October 21<sup>st</sup> from 2:30-4:00pm at the FLCC-Victor Campus.

### ○ **FAME**

Ms. Springmeier noted that FAME is in the process of planning their annual event held every January at MCC. The next Soft Skills Summit will be held on November 6<sup>th</sup> at the FLCC Viticulture Center in Geneva.

❖ **Other Business**

- Mr. Young noted that November will be Veterans Month in the career centers. There will be workshops, panels and a job fair. A flyer has been finalized and will be sent to all outlets this week. The committee has requested that staff be able to measure how many more veterans came in to the centers or utilized services because of this effort.  
**Action: Staff to measure increase in relation to Veterans Month.**
- Ms. Abarca-Hernandez requested more information on eligibility for training. The committee discussed.

❖ **Next meeting:** Wednesday, December 30, 2015 at 9:00a.m. – GoTo Meeting

**The meeting was adjourned at 10:15a.m.**

Respectfully Submitted,  
Dinah Brennan  
Executive Assistant