

Finger Lakes Workforce Investment Board, Inc.
EXECUTIVE COMMITTEE MEETING MINUTES

FLWIB Offices, 41 Lewis Street, Geneva
Wednesday, March 2, 2016 – 8:00am

ATTENDANCE:

Members: L. Brennan, R. Doebelin, B. Risser, J. Mueller, S. Bischooping, M. Manikowski, D. Culeton
Staff: D. Brennan, K. Springmeier, D. Sowards
ABSENT: B. Young

Ms. L. Brennan called the meeting to order at 8:03am.

A motion to approve the minutes from January 6, 2016 was made by Mr. Mueller and seconded by Mr. Manikowski. All in favor. Motion carried.

WIOA – Ms. Springmeier discussed the current state of the WIA to WIOA transition. The local plan will be due after the draft state plan is released in March. The career center staff continue to work on new customer flow policies and learning the new eligibility requirements for training. TANF has been named a partner at the career centers on a trial basis.

Committee Reports

Finance and Audit – Mr. Doebelin noted the audit was presented at the November board meeting. It was a successful audit once again. There is a small amount of carry-over funds from PY'14, along with additional funding through FAME this year. January 28th is the next committee meeting.

Governance and Membership – Mr. Manikowski noted that the FLWIB and staff have successfully handled the WIA to WIOA transition. Ms. Springmeier noted that she is looking into attendance of board members at meetings. She also noted that there are mostly all new county administrators and managers, therefore there will be a need to educate them on the FLWIB and its relationship with the counties.

Marketing and Communications – Ms. D. Brennan reviewed the upcoming events:

- March 3rd – Healthcare Job Fair at FLCC-Canandaigua
- March 22nd – Healthcare Career Day for high school students at FLCC-Canandaigua
- April 19th – The Finger Lakes Job Fair at FLCC-Canandaigua
- April 25th – Agricultural Career Day for high school students – 3 separate locations (Spring Hope Dairy, FLCC-Viticulture Center, Cornell Experiment Station)

Mr. Mueller suggested that the marketing committee look into increasing traffic at the career centers. Dr. Risser suggested that the committee also look at creating a social media strategy.

Performance and Evaluation – Mr. Mueller noted that the committee met yesterday. The committee reviewed the drop in unemployment and traffic at the centers, as well as the performance measures. A new performance goal is not being met in the FLWIB's greater nine county region, however, this goal is not being met anywhere in the state. A task force is being put together at the state level to address this issue. The FLWIB staff continues to use the JobsEQ software to research industry needs and future possibilities. Staff is also working on closing out job orders when they are filled.

Economic Development – Mr. Manikowski noted the committee is focusing mainly on the soft skills initiative. The committee would also like to open up lines of communication with local staffing agencies to gain insight into their services and business plan. Mr. Young continues to work on setting up meetings to look into this partnership.

Youth Committee – Ms. D. Brennan noted that the committee met on Monday. Hanna Morgan spoke to the committee about the pros and cons of social media. The presentation was well received and sparked interesting discussion. Mr. Young noted that the centers offer social media workshops currently.

Consortium/Vets/BSR/Healthcare – Mr. Young noted that the career services workgroup put together by the consortium has been working on a new policy manual. The workgroup will be meeting tomorrow. Ontario County has hired a Workforce Advisor that will be stationed in Geneva, LeAnne Haust. November was Veterans Outreach Month. Some events for the Vets month were successful and others were not. This is the first year of the initiative and the consortium hopes to build on it for next year. Mr. Young noted that he and Jeremy Marshall will be visiting Fort Drum as some point in the near future to attend a job fair and speak with veterans on returning to the Finger Lakes. Ms. Springmeier noted that the FAME Soft Skills Summit has been successful and staff hopes to set up one for all industries in the future.

Director's Report & FAME Update – Ms. Springmeier noted that the National Association of Workforce Boards (NAWB) conference will take place in mid-March and herself, Lina Brennan, Michael Manikowski, and John Mueller, will be attending in Washington, D.C. Ms. Springmeier noted that FAME hired a business recruiter, John Steele, to promote the 5% pledge program and gain membership for FAME. The money for the recruiter was provided to FAME through an MCC grant to develop advanced manufacturing curriculum, from which they had additional funds. The FAME annual meeting

will be held at MCC on January 27th from 4-6p.m. The key note speaker will be Paul Ballentine of the University of Rochester.

Other Business –

- Mr. Manikowski noted that the Federal Express facility is being built in Farmington. They hope to be operational by the summer.
- Ms. Brennan noted that the FLWIB was able to increase staff wages, which is a positive response to how well finance was managed this past program year. Mr. Manikowski reiterated the thanks to the FLWIB staff on a job well done.

Board Meetings: January 20, 2016 – *Holiday Inn-Seneca Falls/Waterloo*

Presentation: TBD

Success Story: Finger Lakes Hired – Jeffrey Weise

Next Executive Committee Meeting: Wednesday, March 2, 2016; 8:00am – FLWIB, Conference Room B

A motion to adjourn into Executive Session was made at 8:59a.m by Mr. Doeblin, seconded by Mr. Manikowski. All in favor, motion carried.

The meeting was adjourned at 9:05a.m.

Respectfully Submitted,
Dinah Brennan
Executive Assistant