

# FINGER LAKES WORKFORCE INVESTMENT BOARD PERFORMANCE & EVALUATION COMMITTEE MINUTES

Wednesday, June 29, 2016

11a.m. – GoTo Meeting

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

Staff: Mike Woloson, Dinah Brennan, Karen Springmeier

Absent: Cheryl Hess

- I. **Minutes from April 29, 2016 were approved by Ms. England, seconded by Mr. Mueller. All in favor, motion carried.**
  
- II. **Dashboard Review**
  - **Traffic and Services Numbers**

Mr. Woloson reviewed the unemployment and front door traffic numbers. Unemployment rates are the lowest they have been in years. Ontario County is at 3.8, which is the lowest of the counties. Discussion on unemployment and barriers of job seekers ensued. Staff at the career centers continue to work with job seekers with barriers in order to better serve these customers. Traffic is consistent with the unemployment rates. Review of services. ITA's and OJT's are lower than last year. Yates County has not met the five OJT requirement. Ms. Springmeier has requested a performance improvement plan from Yates County.
  
- III. **Performance**
  - **NYS Customer Service Indicators**

Mr. Woloson reviewed the CSI's. All measures have been met except the regional Training goal and the Business Customer Job Referral Follow-Up. These two are just barely missing the mark and will meet by the end of the program year when data input is adjusted.
  - **Federal Common Measures**

Mr. Woloson reviewed the Common Measures. All are being met except for the youth measure of Literacy/Numeracy. Ms. Johnson will be meeting with staff and DOL field rep in order to complete a performance improvement plan for the upcoming year. **Action: Discuss incumbent training opportunities in future.**
  
- IV. **Demand Occupation List 2016-2017**
  - Review of the demand occupation list for PY'16. Discussion ensued.
  
- V. **Cluster Update**
  - **Healthcare Alliance of the Finger Lakes**

Mr. Woloson noted that the Alliance met last week. A larger group meets to discuss workforce development in healthcare and Mr. Woloson will look to see if the Alliance can combine or work with this group.
  
- VI. **Other Business**
  - Ms. Hernandez inquired about ESL classes for her customers. **Action: Mr. Woloson to look into language classes and report back to Ms. Hernandez.**
  
- VII. **Next meeting:** August 31, 2016 11a.m. – GoTo Meeting

The meeting was adjourned at 11:59a.m.

Respectfully Submitted,  
Dinah Brennan  
Executive Assistant