

FINGER LAKES WORKFORCE INVESTMENT BOARD PERFORMANCE & EVALUATION COMMITTEE MINUTES

Wednesday, September 1, 2016

9a.m. – GoTo Meeting

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

Staff: Mike Woloson, Dinah Brennan, Karen Springmeier, Joe Davis

- I. **Minutes from June 29, 2016 were approved by Ms. England, seconded by Ms. Hernandez. All in favor, motion carried.**

- II. **Action Items from Previous Meeting**
 - Ms. Hernandez noted that she has partnered with FLCC to provide her customers with language classes. Last week's class held eight students and they hope to do more classes.
 - Mr. Woloson discussed incumbent worker training. Ontario County Economic Development Council has funding for this training, however, the FLWIB does not anymore, nor do the other counties. A discussion has begun on funding this type of training. Further information to be given and decisions to be made at the Economic Development committee meeting and the Executive committee meeting.

- III. **Dashboard Review**
 - **Traffic and Services Numbers**

Mr. Woloson reviewed the unemployment and front door traffic numbers. Unemployment rates are still historically low. Services to customers was reviewed. This program year, counties will be required to do 10 OJT's. Most services are down due to the low unemployment rates.

- IV. **Performance**
 - **NYS Customer Service Indicators**

Mr. Woloson reviewed the CSI's. All measures have been met. The Regional Training goal did not meet the 95% but did surpass the 80% of the goal requirement so the region will not be sanctioned. The Business Customer Job Referral Follow-Up was in the 20 percentages mid-year but ended up making the goal by year-end with 95.3%.
 - **Federal Common Measures**

Mr. Woloson reviewed the Common Measures from the 3rd quarter of PY'15. All measures were met except for the Literacy/Numeracy Youth goal. A Performance Improvement Plan has been submitted for this youth goal.

- V. **Training Outcomes PY'15**
 - Mr. Woloson reviewed the Training Outcomes from the ITA's for PY'15. A discussion on TAA funding for training ensued.

- VI. **Workshop Review**
 - Mr. Woloson is putting together a group of staff that present workshops at the centers. This group will review all workshops and align the presentations between all centers. This process will report back to this committee in the future.

- VII. **Assessment Coordinator**
 - Mr. Davis presented about his job and what it entails. A review of the previous year numbers shows that the most customers attended each assessment at the location from which it was coordinated out of, however, the assessment coordinator will even out these numbers across all four counties. A review of services was presented.
 - Goals for Assessments for PY'16: 320 WorkKeys, 120 KeyTrain, 200 Metrix, 300 Prove It!

- VIII. **Cluster Update**
 - **Healthcare Alliance of the Finger Lakes**

Mr. Woloson noted that the Alliance is seeking sponsors for the March Healthcare Career Day

- **Finger Lakes Works...with their hands!**
Ms. Brennan reviewed the progress of the event planning. The committee is still seeking sponsors and volunteers for the October 6th event.
- **FAME**
Ms. Springmeier noted that FAME is working with other organizations to hopefully be granted \$50,000 in funding to develop career pathways and fill jobs that are going unfilled.

IX. Other Business

- None.

X. Next meeting: Thursday, October 20, 2016 9a.m.

The meeting was adjourned at 9:59a.m.

Respectfully Submitted,
Dinah Brennan
Executive Assistant