

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

FLWIB Offices, 41 Lewis Street, Geneva
Wednesday, March 1, 2017 – 8:00am

ATTENDANCE:

Members: R. Doebelin, J. Mueller, M. Manikowski, L. Brennan, D. Culeton, R. Nye, M. Rusinko
Staff: K. Springmeier, M. Woloson, D. Sowards
Absent: L. Parish, S. Bischooping

Mr. Mueller called the meeting to order at 8:02am.

A motion to approve the minutes from January 4, 2017 was made by Mr. Manikowski and seconded by Mr. Rusinko. All in favor. Motion carried.

Strategic Planning

Ms. Springmeier met with Dr. Marla Iverson last week and they are in the process of developing smart goals and hope to be finalized in the next 2 weeks. Also currently working on the Memorandum of Understanding (MOU). Succession planning is also in the works. Timeframe to finish goals is 12-18 months.

Committee Reports:

Finance and Audit – Mr. Doebelin noted the committee met yesterday and reported the counties are having difficulty meeting their OJT goals as set forth in their contracts. This is in part attributed to other funding sources with more reimbursement than WIOA, employers may not understand the ease of the program, eligibility has changed; at this point it looks like most will meet the ITA goals. Staff continue to work with the Financial Oversight and Technical Assistance (FOTA) on the reconciliations. PY'17 preliminary allocations have been received; anticipate approximately a \$100,000 decrease in WIOA funding.

Action Item: Ms. Springmeier and Mr. Woloson will talk with employers at the March 28th job fair about OJTs.

Governance and Membership – Mr. Manikowski reported we are at the required board membership and have a new board member – Cindy Andrews from Baldwin Richardson. The committee will meet in the spring to review/discuss board member participating and those whose term ends 6/30/17.

Marketing and Communications – Ms. Culeton noted the committee has not met in the last couple of months and is waiting for direction. Project with FLCC on FLTV update: one show has been filmed at GW Lisk; shows will be aired once all segments have been recorded. There was discussion of possibly hosting a town hall meeting to discuss concerns of employers.

Performance and Evaluation – Mr. Rusinko noted at the last meeting the committee reviewed the dashboard report. Traffic at the Career Centers is down approximately 600 people compared to last year. UI is about the same at 4.8% Personal Skills for Success, a soft skills training on work ethic, is ready to roll out – everyone in the career centers should go through this. Talked about obtaining testimonials from employers and the value of this training. One Stop Operator – 1 bid was received from the Finger Lakes Works Career Center Consortium with Joe Davis and John Vrabell as co-chairs.

Action Item: Analysis of traffic at the Career Centers by location.

Economic Development – Quarterly meeting scheduled for February was postponed and rescheduled for March 8, 2017. It was suggested that some of the issues discussed at today's meeting be discussed with the economic developers for their input.

Youth Committee – PY17 Youth contracts will be extended one more year based on performance.

Consortium/BSR – Mr. Woloson noted the Personal Skills for Success training is ready to begin. Please refer to the Performance and Evaluation notes above concerning the One Stop Operator update.

Healthcare Alliance – Mr. Woloson noted that the Career Day will be held on March 21st at FLCC; 520 students have registered to date. I love the Finger Lakes Job Fair is scheduled for March 28th – we've reached the maximum capacity of employers and have started a waiting list. The job fair will be advertised on the radio and various newspapers penny savers.

Director's Report & FAME Update – Ms. Springmeier noted Agriculture Career Day is April 26th with 321 students registering. This year's event sites will be Hemdale Farms, the experiment station and the Viticulture building. Farm Credit East is the premier sponsor and outreach is being done for additional sponsors. The MOU (referenced above in Strategic Planning) is required under new legislation and will take effect July 1, 2017. The FAME event on February 16th was attended by 200 people; Mike Mandina was presented an award for his 10 years FAME Chair; Dave Phillips is the new Chair.

Resolution #10-16: Approval of the One Stop Operator

- A motion to approve was made by Mr. Manikowski, seconded by Dr. Nye. All in favor, motion carried.

Other Business –

- Ms. Culeton noted she and her husband are co-chairs of the United Way Campaign for Ontario County and asked approval of this committee to be able to speak at the board meeting (Privilege of the Floor) to heighten awareness of the campaign. The Committee approved.

Board Meetings: March 22, 2017 – del Lago Resort and Casino [1133 New York Route 414, Waterloo, NY 13165]

Presentation: Tourism in the Finger Lakes – Valerie Knoblach and Jeff Shipley

Success Story: del Lago Resort and Casino

Next Executive Committee Meeting: Wednesday, May 3, 2017; 8:00am – FLWIB, Conference Room B

A motion to adjourn was made at 9:02a.m by Ms. Brennan, seconded by Ms. Culeton. All in favor, meeting adjourned.

Respectfully Submitted,
Debbie Sowards