

FINGER LAKES WORKFORCE INVESTMENT BOARD PERFORMANCE & EVALUATION COMMITTEE MINUTES

Wednesday, April 19, 2017

9:00am Conference Room B

Attendance: Val England, Cheryl Hess, John Mueller, Mike Rusinko,

Staff: Karen Springmeier, Mike Woloson

- I. **Minutes from February 22nd, 2017 meeting were approved by Ms. Hess, seconded by Mr. Mueller. All in favor, motion carried.**
- II. **Dashboard**

Mr. Woloson reviewed unemployment rates for February 2017 along with front door traffic and services utilization with the following discussion points:

 - Four county average unemployment rate for February was .2 % higher than it was for February 2016 at 5.4 %.

Mr. Woloson reviewed a 2nd “dashboard” report covering unemployment rates, front door traffic and WIA/WIOA training funds for the last 4.5 program years. Below are discussion points:

 - 4-county average unemployment rate for June of PY 15 was 3.6% lower than July of PY12.
 - Total front door traffic for PY 15 saw 14,812 fewer people than in py12.
 - In py 15 there were 79 fewer Class-Room training grants funded by WIA/WIOA than in PY 12.
 - In PY 15 there were 13 fewer On the Job training grants funded by WIA/WIOA than in py 12
 - Observation was made that lower unemployment rates may have some impact on the amount of people coming into the centers and the number of training grants that are written..
 - Ms. Springmeier discussed contract goals for On the Job Training (OJT) and Individual Training Accounts (ITA). She said that the counties looked like they were meeting goals for ITAs but were short of making goals for OJTs.
 - **Committee recommends** further research into funding for Incumbent worker training program.
- III. **Customer Service Indicators;** Mr. Woloson mentioned that CSI reports have not been made available until just recently and reported on progress for the year through February. The four county area is meeting all goals for each indicator. Discussed Initial Assessment process for determining if a job seekers is “Job Search Ready” or is need of Career Development Services” ACTION ITEM: Mr. Woloson will present number for each Initial Assessment category.
- IV. **Training Outcome Report:** Mr. Woloson reviewed report for 1st 6 months of current program year. Below are highlights
 - Healthcare training had an 87% success rate.
 - Commercial Driver’s License success rate was lower than usual w/ only a 63% success rate.
 - Advanced manufacturing training had a 100% success rate.
 - Total training outcomes for 1st 6 months was at 83% success rate.
- V. **One Stop Operator Procurement**

Ms. Springmeier reviewed and updated committee on the procurement of the One Stop Operator.

 - Only one proposal was received. It was from the Consortium.
 - Even though the process was open to the public and because the board only received one bid, New York State Department of Labor is requiring that the process used for procurement be referred to as Sole Source procurement.
 - At next Board meeting Ms. Springmeier will make an amendment to the resolution naming “The Consortium” as the One Stop Operator to reflect the selection process as a “Sole Source” procurement.
- VI. **Workshop Review**

Mr. Woloson reported that Career Center staff subcommittee has completed a review while updating curriculum for the soft skills training known as Personal Skills for Success (PSS). The workshop is now only one day long and has been updated to include a section on social media and general communication skills. “Train the Trainer” session for staff has been completed. Mr. Woloson is working w/ consortium to have PSS available every week w/ in the system starting in May. The question was asked about what a goal would be for numbers of individuals participating in each class. Ms. England

thought that 5 would be a good start. Discussed marketing it to job seekers with a list of businesses who have hired graduates from the program.

VII. **Washington update:** Mr. Mueller and Ms. Springmeier reported out on recent conference they attended in Washington held by the National Association of Workforce Boards in March. Mr Mueller had the following “take-aways”.

- Labor shortage nation-wide
- Shortage of candidates w/ Middle Skills (More than a high School diploma, less than a four year degree.
- Technology is taking jobs away (New Amazon store allows customers to purchase items w/ out the traditional checkout line.)
- There is a growing need for incumbent worker training.
- Business need to “train up” the youth.
- Brain Break-A different way to frame problems enabling you to solve them.
- Steps for a more meaningful board member experience
 - Provide meaningful work
 - 80% of board work should focus on community issue ie. poverty, transportation...
 - Strong “on-boarding” process.
 - 10% of Funding should come outside of WIOA
 - Critical that board have the right people on the board.

VIII. Cluster Update

- **Healthcare Alliance of the Finger Lakes**

Mr. Woloson noted that the annual healthcare job fair was on March 2nd at FLCC Canandaigua Campus. 18 employers and 60 job seekers. Healthcare Career Day was held on March 21st at FLCC. 350 students attended. About the same as last year namely to weather.

- **Agricultural Career Day**

The Career Day will be held on April 26th.

- **FAME**

Strategic planning scheduled for next month.

IX. Other Business

- **OJT survey for March 28th job fair employers.** Mr. Woloson reviewed a summary of employers that attended last month’s job fair and were asked about their interest in using OJT program. Out of 36 employers asked by BSR.s:
 - 9 had used it in the past or would be willing to try it in the future
 - 5 cited the vetting process as a possible obstacle
 - 6 companies were hiring seasonal workers.
 - 7 were hiring for jobs requiring NYS certification ie.C.N.A.
 - 4 use temp services for staffing needs
 - 1 did not have corporate approval
 - 1 jobs based on commission
 - 2 out of area
- **Review of Business Services Reps meeting w/ Board Members** Mr. Woloson reviewed summary of meeting w/ board members last October were BSRs reviewed services available to business through the workforce system.
 - 18 private sector members were identified.
 - 14 met w/ BSR regarding services. 4 were not heard from.
 - Of the companies that met w/ a BSR most are using the system at some level.
 - Healthcare agencies are interested in OJTs although most in demand positions require state licensure or certification. Opportunities exist at entry level positions. Some are using/piloting online offerings like Prove It. Others attend job fairs.
 - Manufacturing companies not using staffing are open to OJTs as well as recruiting services.
- **Demographics of job-seekers accessing services. ACTION ITEM:** Mr. Woloson distributed a breakdown of customers for the 1st eight months of the program year into groups

- related to sex and ethnicity.** The committee asked for demographics regarding veterans and disabilities. ACTION ITEM: Mr. Woloson will present at next meeting requested information.
- Ms. England announced she will be leaving in May to take another NYSDOL position closer to home. Her last day will be in May. The committee thanked her for her service.

X. Next committee meeting: To be determined.

The meeting was adjourned at 10:20 pm

Respectfully Submitted,
Michael Woloson
Program Coordinator.