

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

FLWIB Offices, 41 Lewis Street, Geneva

Conference Room B

Wednesday, September 6, 2017 – 8:00am

ATTENDANCE:

Members: L. Parish, J. Mueller, S. Bischooping, M. Rusinko, D. Culeton, R. Doeblin, R. Nye, M. Manikowski

Staff: K. Springmeier, M. Woloson, D. Sowards, J. May

Absent: L. Brennan

Mr. Mueller called the meeting to order at 8:05am.

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

Committee Reports:

Finance and Audit – Mr. Doeblin – The auditors from The Bonadio Group have completed their time at the WIB office and they are now preparing their presentation, which will be given at the October 25th Finance and Audit Committee meeting and at the November 15th Board meeting. Ms. Sowards informed the group that the budget allotment for PY'17 was as expected. She also reported that the 80% threshold was met for PY'16 and the remainder will carry over to PY/17. When asked by Mr. Mueller why only 80% of the allocation was utilized, Ms. Springmeier replied that the four counties did not spend all of the training money and not all contracts were 100% expended. The counties will be monitored more closely, by Ms. Sowards, to ensure that they are using the entirety of their funds consistently during this fiscal year.

Governance and Membership – Mr. Manikowski – Mr. Manikowski told the Committee that there was nothing to report at this time. Ms. Springmeier added that there still remains a WIB vacancy for Seneca County and asked Committee members to think of possible candidates for the position.

Marketing and Communications – Ms. Culeton – The Marketing and Communications Committee last met in June, when they reviewed the monthly reports and saw that the Career Center traffic is matching up with the unemployment numbers. Also, three FLTV shows have been filmed. The Committee is focusing on Strategic Plan Goals 3 and 4 and Veteran's Month, in November. At the next meeting, on September 13th, the Committee will review Smart Goals and Skill Up Finger Lakes.

Performance and Evaluation – Mr. Rusinko – The Performance and Evaluation Committee met on August 29th, when they discussed expanding the success stories from each One Stop. Also at the meeting, Joseph Davis and John Vrabel presented the new One Stop Operator Report and cluster updates were given by Ms. Springmeier and Mr. Woloson. Mr. Rusinko noted that Ms. Springmeier will be reviewing and reorganizing the clusters in the fall, as well as the in person meeting proved more worthwhile than the previous phone conference meetings. Also, recertification of One Stop Career Centers will be later this fall.

Economic Development – Mr. Manikowski – At the July 28th meeting of the Economic Development Committee, the major issue of transportation for employees was addressed. Rochester/Genesee Valley Regional Transit Authority has recognized that transportation to work is a main hardship for employment and is now offering free roundtrip rides to job interviews for prospective employees. Ms. Culeton suggested that the Committee utilize FLTV in getting information regarding the options for public transportation to employers and employees.

ACTION ITEM: The Committee is to convene businesses to discuss transportation issues and the OJT program.

Youth Committee – Ms. Parish – Marcy Lynch from FLCC will be joining the Youth Committee and the Youth Committee will work more closely with the career events steering committees to offer volunteers and assistance. The August 16th meeting focused on strategic planning, goals, and defining membership. Ms. Springmeier reiterated that five or six volunteers are still needed for FLWWTH in October. The next meeting of the Committee will be on September 13th.

Consortium – Mr. Woloson – The Consortium, co-chaired by Joseph Davis and John Vrabel, is focusing on the Career Centers and looking at how to organize the reporting systems differently.

Business Service Update & Health and Human Services Cluster – Mr. Woloson – Business Services is spending time training the team on the new database, OSOS, and marketing JOBS EQ to employers. The Health and Human Services cluster is starting to plan the March 2018 Healthcare Career Day.

Director's Report and Strategic Plan – Ms. Springmeier – November is Veteran's Month and the FLWIB will obtain a list of veterans in the area from the Veteran's services site and find ways to better serve the. Strategic Plan: Ms. Springmeier provided a written update of progress to date.

“Skill Up Finger Lakes” – Ms. Springmeier and Mr. Manikowski

Ms. Springmeier and Mr. Manikowski reported that more research needs to be done on the program, as well as funding sources for the \$15,000 cost.

Resolutions:

Resolution #01-17

Training Provider Resolutions – Diesel Technician, Human Services Certificate at Monroe Community College and Nursing Assistant at Wayne Finger Lakes BOCES.

A motion to approve Resolution #01-17 was made by Mr. Doebelin and seconded by Mr. Manikowski. All in favor, motion carried.

Review of Evaluation Summary

Other Business – Mr. Mueller would like to have someone speak to Board about the impact of minimum wage on local businesses and Mr. Manikowski would like to hear more about Family Leave.

Next Executive Committee Meeting: Wednesday, November 1, 2017

Next Board Meeting: September 20, 2017 @ Wayne Finger Lakes BOCES, Newark.

8-8:30 a.m. Networking Breakfast followed by the meeting at 8:30 – 10:00 a.m.

Success Story – Erin Fairben, WFL BOCES Update

Presentation – “Workforce Development in the Age of Automation and Artificial Intelligence”, Michael Manikowski, Ontario County Economic Development, Megan Connor Murphy, Ontario County Economic Development and Matthew Cook, Newark School Superintendent.

At 9:25 a.m. a motion to adjourn into executive session was made by Mr. Manikowski and seconded by Ms. Culeton. All in favor, motion carried.

At 9:35 a.m. a motion to adjourn executive session was made by Mr. Manikowski and seconded by Mr. Bischooping. All in favor, motion carried.

At 9:36 a.m. a motion to adjourn meeting of the Executive Committee was made by Mr. Rusinko and seconded by Dr. Nye. All in favor, motion carried.

Respectfully Submitted,
Jennifer May,
Executive Assistant