

FINGER LAKES WORKFORCE INVESTMENT BOARD PERFORMANCE & EVALUATION COMMITTEE MINUTES

Wednesday, August 29, 2017
8:30am FLWIB, 41 Lewis St, Geneva, NY
Conference Room A

Attendance: Michael Rusinko, John Mueller, Cheryl Hess, Lynn Freid, John Vrabel, Joseph Davis
Staff: Karen Springmeier, Mike Woloson, Jennifer May

- I. **Minutes from July 19, 2017 meeting were approved by Mr. Mueller, seconded by Ms. Hess. All in favor, motion carried.**

II. Dashboard

- a. The unemployment rate did go up slightly in June, but the most recent numbers for July will show that the rate again went down.
- b. Front door traffic trends have remained stable; although unemployment has been low, less people are participating in services at the career centers.
- c. Mr. Rusinko suggested that there should be more success stories presented during the workshops and Mr. Woloson reported that he is currently compiling an analysis of the success stories for the Personal Skills for Success Workshop. Mr. Davis told the Committee that it easier to track and promote youth, but they can also track OJT and classroom training participants. Ms. Springmeier and Mr. Woloson ventured that relying on survey monkeys for follow up information from those participants could be useful.
- d. Mr. Davis informed the Committee that there are only 7 people in Yates County who are receiving social services who are not medically exempt from mandated career services. Regarding the people who are medically exempt, the majority of those have been diagnosed as having depression and anxiety disorders. To that end, Mr. Davis' office has been reaching out to doctor's offices and FLACRA, hoping that they could persuade their patients/clients into participating in career services, which could help alleviate their conditions. Ms. Freid said that the WDI may be able assist with the medically exempt participants as well, possibly by taking them on tours of prospective employer facilities, which would help ease anxiety.

III. Training Completion Report

- a. The CNA program is still the most popular, with 33 participants scheduled to graduate.
- b. Overall, the total success rate for the various training programs is at 82%
- c. Incumbent Worker Training was again mentioned to the Committee and there will be follow up at the next meeting.
Action Item: Mr. Woloson to pull policy and present recommendation on October 24th.

IV. Business Services-OJT, Customized

Mr. Woloson walked the Committee through the PY 16 OJT and Industry Breakdown numbers:

1. For the total of 30, which is much less than in the past, 19 OJTs were completed and 11 were not completed (63% success rate) for various reasons, such as child care issues.
2. The industry breakdown is as follows: Production 63%, Healthcare (Unlicensed) 10%, Construction 7%, Transportation 7% and other 13%.

V. One Stop Operator Update

- a. Mr. Davis and Mr. Vrabel reviewed the One Stop Operator Report from July, 2017:
 1. The Finger Lakes Career Consortium and the FLWIB teamed together to develop the WIOA partner training, which includes standardizing the partner referral process, OSOS data entry and workshop delivery.
 - a. Ms. Springmeier told the Committee that she has heard praise from colleagues for the newly created partner referral form.
 2. Mr. Vrabel has worked with the DOL to obtain monthly UI claimant reports and the Consortium is working on updating the Workshop Satisfaction Survey.

3. Ms. Springmeier asked how labor market information is shared with staff at the career centers, and then with job seekers; Mr. Woloson will provide monthly reports. Mr. Mueller suggested that we utilize the Marketing Committee in giving notice to employers that we could provide them with pay rates and benefit package information specific to their region.

VI. Cluster Update

- a. HEALTHCARE Mr. Woloson noted that the Healthcare Career Day will be held in March, 2018, with fundraising beginning in September. He has participated in a roundtable discussion with OASIS, speaking about support services and workforce development.
- b. FAME Ms. Springmeier told the Committee that everything is in motion for Finger Lakes Works...with their hands!, AG Career Day and the FAME event, and that more volunteers are needed for FLWWTH in October. She also mentioned that the funding needs to be in place before the events, as FLWIB does not have discretionary funding to support the events.
- c. Ms. Springmeier will work on streamlining the clusters in the fall.

VII. Other Business

- a. Career Center Certification will be in the fall – State plans due by December 31, 2017 and Regional plans due by January 31, 2018.
- b. Mr. Mueller would like to see a job field forecast created through the use of Jobs EQ.

VIII. Next Meeting

It was agreed upon by members of the Committee that discussions are more fruitful during in person meetings, rather than during phone conference meetings. While still respecting members' schedules, there will be more in person meetings in the future. The next meeting of the Performance and Evaluation Committee will take place on October 24, 2017, 8:30 a.m., at the FLWIB offices.

IX. Adjournment

Respectfully Submitted,
Jennifer May
Executive Assistant