

Consortium Meeting Minutes 9/14/17

In Attendance: John Vrabel, Andrea McGraw, Angela Switzer, Shelly Bentley, Jenn Weaver, Joseph Lopez, Mike Woloson, Carol Kramer, Shelly Cogliandro, Amanda Lesterhuis, Karen Springmeier, Joseph Davis, Melissa Stuart, Rachell Coon (call-in)

I. Call to Order: Joseph Davis called the meeting to order at 9:00 a.m.

II. Approval of Minutes: Carol Kramer motion, Andrea McGraw 2nd. No discussion.

III. Workforce Investment Board:

Dashboard/Performance Numbers- July is typically a slower month, but the four-county average showed that unemployment was down. However, numbers should soon inflate as seasonal jobs are ending.
OJT/ITA Outcomes PY16 - The year-end report showed there were 19 completed OJTs and 11 incomplete. This is a 63% completion rate. There was an 82% total success rate for ITAs, with the Healthcare field being funded the most (85% success), Trades and Transportation coming in second (74% success), and "other" coming in third (70% success).

MOU Update- Currently working on the IFA portion- Joe Hamm and Val will talk about this next month.
Healthcare Alliance/FAME- Mike will be approaching sponsors for the Healthcare Career Fair for March 2018. Karen announced that FAME is developing a Speaker's Bureau and increasing their visibility in school districts.

FLWWTH- More tour guides are needed for FLWWTH (at least 6 more). A new district, Union Springs, will be represented.

WorkKeys/Key Train/Metrix/Prove-It Numbers- Amanda reported that in August, there were 20 WorkKeys assessments (18 of which were through FLCC contract)/4 Key Train enrollments/9 Metrix enrollments/ and 1 Prove-It assessment.

IV. Career Center Operations:

Karen suggested that all members listen to the conference call on WIOA Primary Indicators of Performance and how they will affect reporting and data entry requirements. This is archived and was first aired on 9/7/17.

Workshops- Melissa and Mike will follow up after the meeting to schedule a time to review the curriculum for workshops.

Business Services- Talked about how to get more outreach and the possibility of incumbent worker training.

V. Initiatives/Action Items

Consortium Action Items - John prepared a draft Consortium Action Item list. The Consortium is very busy and this is thought to be the most effective way to ensure assignment, progress and tracking.

Referral Forms/Reporting Referrals- John updated the referral form and it should be finalized and ready to use. We had a total of 8 referrals done between the 4 counties for the month of August. Please be sure to send your monthly referral report to Rachel so we can track them.

BSR Observations- John has been focusing on business service activities in August and there has been a significant improvement. There were 23 in June, 155 in July, and 579 in August (260 which were from DOL).

Identifying Training Customers- The success rate for OJTs is low- people do not meet the eligibility and/or have barriers. We need to do an analysis of these files to figure out what these barriers may be. This is something we need to look at because we are not spending the money.

Incumbent Worker Training- Mike is developing a policy that will be presented to the board.

Carol suggested that ACCES-VR could offer an in-service training to Career Center Staff on asking quality questions and identifying barriers with potential training customers to assure all of their needs/barriers are addressed prior to training.

VI. WIB Committee Highlights:

Marketing - Trying to increase foot traffic for people that aren't on public assistance or UI. Dinah did great work on the TV show that will be airing on September 25th on Finger Lakes Television. Career Pathways is still not a go at this point as the outcomes are hard to evaluate and badges are not industry recognized.

Performance & Evaluation- Met on 8/29 and discussed ways to improve training numbers and outcomes. The next meeting will be on 9/26/17 at the FLWIB.

Finance & Audit- Dinged for spending money in the last month. They will not allow this and we need to start spending our money more consistently across the fiscal year.

Youth- Wednesday's youth board meeting had an awesome turnout! There will be a slideshow presented at the next board meeting to showcase the Summer Youth programs in each county.

Governance- No one has filled Jerry's position yet. The next meeting is September 20th.

Executive-

Veterans- There will be an open house in November (no date has been determined but it will be a Tuesday) at the Career Centers recognizing veterans for their service.

Econ Dev & Workforce Dev- RTS has presented initiatives, and once there is a date set, all four counties will come together to learn about it. We are waiting for a copy of the schedule for inter-county transportation.

John distributed an updated Workshop Customer Satisfaction Survey (to be distributed to people who complete workshops and walk-ins). He will send this to Managers electronically for Final Review. Discussed having a survey for people OJT and ITA completers.

Next WIB Meeting- 9/20/17 at Wayne FL BOCES in Newark.

VII. Roundtable: Ran out time.

VIII. Next Consortium Meeting will be on 10/12/17