

## Consortium Meeting Minutes 10/12/17

**In Attendance:** Amanda Lesterhuis, Shelly Cogliandro, Joseph Davis, Mary Gratton, Angela Switzer, Shelly Bentley, Andrea McGraw, Joseph Lopez, Michael Woloson, Melissa Stuart, Carol Kramer, John Vrabel

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

**II. Approval of Minutes:** Shelly motion, Joe Lopez 2<sup>nd</sup>. No discussion.

**III. Workforce Investment Board:**

Dashboard/Performance Numbers- Averages for unemployment rate for the four counties were down in July and August. They went up a little in August, but were still remarkably lower than last August. The DOL has noticed the decrease in people applying for unemployment.

**OJT/ITA** – Debbie is preparing first quarter numbers and we will discuss in November.

**MOU Update-** Karen and Joe attended a WIOA roll out workshop (Joe will send the PowerPoint) last week with Greg Newton. We are ahead of the game compared to others. 28/33 One Stop Operators did NOT show up. Highlights: They were not going to allow Guest Service Gold as a credential but are reconsidering, going to use TANF formulas instead of numerical scale for performance rate. Karen working on IFA (cost sharing). Healthcare Alliance/FAME- Marcy? talked to group about partnership with Nursing Home- Rochester Regional Health. They have a CNA to LPN bridge program. It consists of 20 hours a week of classroom instruction. It allows them to go to school while continuing to work. Rochester Regional really stepped up to allow them to do both. Americas Promise helps to offset tuition costs and requires Workkeys. This is an innovative use of partnership and we would love to do something similar in our area. FAME members are busy with manufacturing month and will be doing a presentation during open house @ Newark.

**FLWWTH-** Went well! 800 students, 100 volunteers, 50 exhibitors, 20 superintendents. Maybe more volunteers would be helpful next year. There was a transportation issue (bus driver crisis). Talked about contracting with Arc to get students here. Amanda also talked about trying to work with the schools on how to recruit more students to come. Reach out to school contacts- guidance or technology teachers. Maybe Amanda can do a presentation in the schools.

WorkKeys/Key Train/Metrix/Prove-It Numbers- There was a problem with the program, no reports available this month.

**IV. Career Center Operations:**

Disability Awareness Updates- Carol discussed NDEAM events recognizing local businesses for their efforts in hiring disabled. The goal is to increase the number of disabled people served in the Career Centers by 20%.

In November, Mike going to Ontario ARC to discuss services. The Serving Individuals with Disabilities committee will meet- November 7<sup>th</sup> at 2pm. How can we help career centers staff?

Workshops- Greg Newton recommended sending out surveys to consortium members. 10/25 Workshop Committee Meeting.

Job Matching- Make sure we are doing this as often as possible. At least 1 job a year- they will be counted. Mary McLaughlin and Mindy will email digital job matching instructions.

**V. Initiatives/Action Items**

Referral Forms/Reporting Referrals- Reports came in from both DOLs and Yates. Rachel Coon will start sending a reminder email to collect referrals each month.

Customer Satisfaction Surveys-Send last month, no response. No response is good response? John will send out one more time to look over.

BSR Observations- We are into the 3<sup>rd</sup> month, we should be looking at inactive businesses because we don't want to lose them. We had 635 in July, we have 795 now. In June we had 23 activities documented, this month we had 680 documented

Career Center- Marketing of Services (Best Practices) Open Houses- make sure managers have unemployment list. John will consolidate the list of "Best Practices".

Staffing Agency Visits-There are still a few bugs to work out- Mike and Joe will follow up to figure it out.

**VI. WIB Committee Highlights:**

Marketing- We will have a list of best practices before November 25<sup>th</sup> meeting.

Performance & Evaluation- Tuesday the 24<sup>th</sup>- Incumbent worker training

Finance & Audit- The individual Audit is due on Nov. 15<sup>th</sup>

Youth- Next meeting in January, will go over membership list.

Governance-There is currently a vacancy in Seneca County

Executive- Will meet on Nov. 1<sup>st</sup>

Veterans- Open House meeting November 9<sup>th</sup>

EconDev & Workforce Dev- Met on July 28<sup>th</sup>

Next WIB Meeting- November 15<sup>th</sup>

**VII. Next Consortium Meeting will be on 11/9/17**