

Finger Lakes Workforce Investment Board  
**INDIVIDUALS WITH DISABILITIES COMMITTEE MEETING MINUTES**

Finger Lakes Workforce Investment Board, Conference Room B  
41 Lewis Street, Geneva, NY 14456

Tuesday, November 7th, 2017 at 2:00 p.m.

ATTENDANCE: **Members:** Carol Kramer, Ann Scheetz, Kevin Berry, Shannon Smith, Megan Ransiar,  
**Staff:** Michael Woloson, Karen Springmeier

**I. Welcome and Introductions**

**II. Approval of Minutes**-Approved by A. Scheetz, 2<sup>nd</sup> K. Berry. All in Favor.

- III. Discussion of serving more customers:** Group discussed the FLWIB goal of increasing the number of people registered in the system by 20% and methods for reaching that goal. As a result of discussion the following Action Items were made:
- a. **Discuss training needs** for Career Center staff. Survey of what staff feel they need to insure they have the tools to work w/ all customers should be developed. Access VR has volunteered to provide “Barrier Awareness” training as an introduction to working w/ people with disabilities. They can also offer Disability sensitivity training. Carol discussed trainings w/ Consortium. **Carol and Mike will coordinate w/ Consortium survey and training w/ target of 1<sup>st</sup> quarter of calendar year.**
  - b. **Technology:** Discussed accessibility equipment that is located at all Career-Centers but has not been used in years and may be obsolete. **Carol and Mike will work w/ Consortium to inventory the equipment and enlist the assistance of ACCES-VR to ascertain the equipment’s usefulness and provide training to staff if needed.**
  - c. **Outreach:** W-Finger lakes BOCES’s “Corrections Education Program” was mentioned as a possible partner for outreach to individuals who may be incarcerated and have a disability and need assistance w/ career development. Kevin mentioned that WAYNE ARC has a defender-based advocacy program that provides alternatives to incarceration for people facing imprisonment for a felony crime. **Karen will reach out to Greg Maine to see if he is available to present on program at an upcoming meeting.**
  - d. **Programs available to employers:** The various programs that assist workers w/ disabilities in obtaining employment was discussed. Programs that have groups of workers w/ a supervisor work at local manufacturers often serve as a creative solution for employers struggling to find workers. Individual placement services that employers can access to find workers. It was mentioned that this information can be helpful to the Business Services Team. Carol added that Jennifer Geiger is the Business Relations Representative for Access VR here in the Finger Lakes. Mike stated that she is a part of the Business Services Team. **Mike will follow up w/ BSRs and Jen to ensure team is aware of services available to local business.**
- IV. Other potential Committee members**- Ann will reach out to Terrie L. Meyn-Chief Operating Officer of Happiness House. Mike will work w/ Consortium to reach out to local employers.
- V. Training sessions for Career Center Staff.** (See action items a above)
- VI. Action items from last meeting**  
**\_ACTION ITEM:** Ms. Kramer, Mr. Woloson and Mr. Berry will attend the Work Matters presentation and share information with the Committee. Scheduled for November 17, 11:30am at Ontario ARC.  
**ACTION ITEM:** Ms. Kramer and Mr. Woloson will speak to the Consortium regarding training session for career center staff. (See action items above)
- VII. Schedule next meeting:** Tuesday, December 5<sup>th</sup>, 2017 2:00pm-3:30PM Conference Room B

Respectfully submitted,  
Michael Woloson