

Finger Lakes Workforce Investment Board
GOVERNANCE & MEMBERSHIP COMMITTEE
Friday, December 15, 2017

ATTENDANCE: Chair: Michael Manikowski
Members: Mary Lee Burnell, Mike Davis, Lina Brennan
Excused: Peg Churchill
Staff: Karen Springmeier, Jennifer May

Mr. Manikowski called the meeting to order at 8:30 a.m. Mr. Davis made a motion to approve the minutes of the April 5, 2017 meeting, seconded by Ms. Brennan; motion carried and minutes approved as written.

Review and discussion of Responsibilities of the Board

Ms. Springmeier reviewed the Responsibilities of the Board handout that she received from the WIB Directors' Retreat with the Committee. Policy, Operations and Strategy were discussed and it was agreed that the Board is doing well, with the exception of technology, which is being addressed. Establishing a workforce foundation was suggested, but after discussion it was decided that the Board's 501(c) status would suffice. It was also suggested that Board members be encouraged to utilize the workforce system (i.e. on the job training) in their businesses, where applicable, and to participate in the many FLWIB events.

ACTION ITEM: Ms. Springmeier, in the first quarter, to create a self-assessment regarding fulfillment of strategies listed on Board Responsibilities handout for all Board members. More in depth review of strategies to follow.

Slate of Officers for July 1, 2016 – June 30, 2017

The committee discussed the potential slate of officers for PY'18. As Mr. John Mueller will step down as Chair, Mr. Michael Rusinko will be asked to serve as Chair. Mr. Rick Plympton was suggested to fulfill Mr. Rusinko's vacancy as Vice Chair. Mr. Manikowski will remain as Vice Chair-Public Sector. Mr. Robert Doebelin will be asked to continue as Treasurer.

ACTION ITEM: Ms. Springmeier to approach Mr. Plympton regarding Vice Chair and begin to draft PY'18 Slate.

Current Membership

The Board is at full capacity, with Ms. Cheryl Hess filling the Wayne County vacancy and Mr. Eric Delsaer, the Vice President of Human Relations at del Lago Casino and Resort, filling the Seneca County vacancy.

Board Agenda and Evaluations

Committee members agreed that the current format of Board meeting agendas and evaluations still fulfills the desired purpose and does not need to be updated at this time.

Other Business:

No other business was noted at this meeting.

Next Meeting – March or April, 2018

The meeting was adjourned at 9:00 a.m.

Respectfully submitted,
Jennifer May,
Executive Assistant