

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES

Wednesday, March 21, 2018 8:30-10:00am

Hobart & William Smith Colleges

ATTENDANCE:

Members: T. Albanese, S. Bischooping, M. Burnell, D. Culeton, M. Davis, E. Delsaer, J. DeVault, T. Facer, L. Freid, J. Hamm, M. Kauffman, C. Kramer, D. Maloney, M. Manikowski, K. Morgan, J. Mueller, R. Nye, L. Parish, J. Pellerite, D. Phillips, R. Plympton, M. Rusinko, A. Scheetz, J. Sheppard
Guests: K. Bailey, J. Cacioppo, T. Bushner, J. Celso, J. Davis, L. Guard, M. Lynch, D. Marciszewski, A. McGraw, J. Murphy, J. Vrabel, M. Whirtley
Staff: A. Lesterhuis, J. May, D. Sowards, K. Springmeier, M. Woloson
Absent: L. Brennan, M. Churchill, R. Doebelin, M. Fortune, D. Hellert, C. Hess, J. McGregor, B. Percy, E. Tiberio

Mr. Mueller called the meeting to order at 8:30 a.m. Introductions followed.

Mr. Guard, Vice President and General Counsel of Hobart and William Smith Colleges, welcomed the Board members and gave a brief history of the colleges. He also thanked the Geneva 2020 partners at the meeting and welcomed all to attend college events.

ECONOMIC NEWS AND UPDATES:

Economic Issues/Trends/Concerns:

- Advanced Manufacturing – Mr. Plympton – Mr. Plympton reported that advanced manufacturing is robust in the region and he and Mr. Davis spoke of the FAME Annual Event, which took place on March 20th. At the event, Ms. Freid was recognized with the FAME STAR Award for her tireless efforts to promote careers and training opportunities in the Advanced Manufacturing industry.
- Healthcare – Ms. DeVault – Thompson Health will be hiring one hundred people in the next three weeks.
- Hotel/Tourism – Mr. Delsaer – The del Lago hotel has been busy and is at full capacity.
- Farming – Mr. Mueller – The cider industry outlook was questioned and the frustration of the wineries and tourism industry due to the new incinerator was discussed.
- Economic Development – Mr. Manikowski – The LOCATE Finger Lakes website was launched on March 14th and is part of a larger initiative which aims to promote the Finger Lakes as a great place to locate businesses.
- Workforce – Ms. Bailey – Two large job fairs are approaching, with many job openings. Business Service Representatives continue to market the On-the-Job program and a new funding source, Finger Lakes Hired, has been identified for the Incumbent Worker Training Program.
- Healthcare Career Day – Mr. Woloson – The seventh annual “Serving Community Healthcare in the Finger Lakes” career exploration event was held on March 20th at FLCC. Approximately three hundred and thirty students attended, with ten exhibitors from the healthcare industry. The event went very well and Mr. Woloson thanked the sponsors for ensuring the success.

COMMITTEE AND STRATEGIC PLAN UPDATES:

- Finance and Audit – Ms. Sowards – The February Financial Statements were reviewed and Ms. Sowards reported that the committee is preparing for PY’18 and awaiting the allocation from the state. An update on the Reconciliation was also given and Ms. Sowards ensured the Board that the project will be completed by or before the June 30th deadline.
- Governance and Membership – Mr. Manikowski – The PY’18 Slate of Officers has been drafted and the Board is at full capacity. Ms. Hellert will be retiring from Reliant Federal Credit Union and the Board in April, but she will remain on the Marketing Committee; a recommendation has been made for her replacement on the Board.
- Marketing & Communications – Ms. Culeton – The Marketing Committee has been discussing ways to recognize businesses, partners and employees, through Spotlight On, Finger Lakes TV and fingerlakesworks.com.
- Individuals with Disabilities – Ms. Kramer – Ms. Kramer recently completed barrier training with staff at One Stop Centers, which will allow staff to more easily identify customers with disabilities.
- Youth – Ms. Parish – The Youth Committee is interested in investigating collaboration between generations in the workforce and ways to engage Generation Z. Ms. Springmeier and Ms. Lesterhuis attended the NYATEP 2018 Youth Academy, where they attended workshops about helping young adults with employment, literacy, transition and disability services.
- Performance and Evaluation – Mr. Rusinko – The front door traffic to the career centers has declined significantly, when compared to PY’16, and the reasons need to be investigated.
- Consortium – Mr. Woloson – Mr. Woloson thanked the Consortium for their help to insure the certification process went smoothly.

- Economic Development – Mr. Manikowski – The Hobart and William Smith Colleges intern will give a presentation of her report, “The State of the Workforce in the Finger Lakes” at the April 20th meeting of the Economic Development Committee, and the entire Board will be invited.
- Strategic Update – Ms. Springmeier – The agricultural career day will be held on April 25th and the FLX Job Fair will take place on April 19th. The program year 2018 allocation has not yet been received from the state, but is expected to be the same amount as previous years. Strategic Goal #7 places a priority on identifying additional funding sources, such as the \$2,000.00 donation from Excellus, for the healthcare career exploration event.

Success Story:

Career Center Certification – Michael Woloson

Mr. Woloson reviewed the criteria for the One-Stop Career Center Certification, including the required standards and the enhancement standards. Mr. Woloson also listed the identified areas for continuous improvement: external signage and capacity-building plan. He then thanked the Board members and staff involved with the walk through portions of the certification process.

NEW BUSINESS/CONSENT AGENDA:

- Approval of January 17, 2018 Minutes
 - Motion to approve the minutes was made by Ms. Culeton and seconded by Mr. Pellerite. All in favor, motion carried.
- Resolution #09-17 Approval of Career Center Certification
 - Motion to approve the resolution was made by Ms. Culeton and seconded by Mr. Pellerite. All in favor, motion carried.
- Resolution #10-17 Approval of Infrastructure Funding Agreement
 - Motion to approve the resolution was made by Ms. Culeton and seconded by Mr. Pellerite. All in favor, motion carried.
- Resolution #11-17 Training Provider Resolution – Medical Coding Specialist at Cayuga County Community College
 - Motion to approve the resolution was made by Ms. Culeton and seconded by Mr. Pellerite. All in favor, motion carried.

PRESENTATION:

Career Development and Occupational Studies (CDOS) Credential – Jen Cacioppo, Regional Special Education – Technical Assistance Support Center.

Ms. Cacioppo gave an overview of a New York State high school exiting credential, Career Development and Occupational Studies (CDOS). She explained the types of skills and knowledge gained by students in the course of their education and the benefits of the credential to potential employers.

Next Board Meeting – May 16, 2018, Keuka College, Keuka Park

Motion to adjourn the meeting was made by Mr. Davis and seconded by Ms. Culeton. All in favor; motion carried. The meeting was adjourned at 10:00 a.m.

Respectfully submitted,
Jennifer May
Executive Assistant