

Consortium Meeting Minutes 4/12/18

In Attendance: Shelly Cogliandro, Joseph Davis, Andrea McGraw, Joseph Lopez, Michael Woloson, Carol Kramer, John Vrabel, Jennifer Weaver, Mindy Laursen, Karen Springmeier, Amanda Lesterhuis, Greg Maine, Marcy Lynch, Jane Sullivan, Melissa Stuart, Julia Murphy, Joe Lopez

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

II. Approval of Minutes: Shelly motion, Melissa 2nd.

III. Workforce Investment Board:

Dashboard/performance numbers – Mike reviewed the dashboard report and we have had a significant bounce back in terms of foot traffic. Mike believes the issue was with our recording/reporting procedures in the first quarter of PY17. The training team has surpassed their numbers as a region for PY18, but we can continue to approve trainings. OJT's still are lacking but the BSR team has put together new marketing materials that Karen will take to the Marketing committee for approval that will hopefully improve outreach.

WorkKeys/Key Train/Metrix/Prove-It – Amanda reported that she has put out a new referral form meant to capture more specific information and that there have been some pricing changes from Metrix that may affect the cost to employers that she will revisit. Karen suggested that counselors encourage more individuals to take the WorkKeys Assessments so that they can be referred to OJT's training programs, and jobs at Guardian. She has requested that we provide the information at Job Fairs. Amanda reported that KeyTrain is the only program we currently have that Youth currently improve Literacy/Numeracy gains and that we need to increase enrollments. Metrix enrollments are steady.

Career Center Certification/Signage/Press Release – Mike reported that there were a few missing data points about continuous recruitment that he would collect from the managers, otherwise there was great board involvement. Julia reported that signage has been received. Mike state that once signage was up he will come around and do pictures and give out the certificates.

HealthCare Alliance/FAME/ Ag. Day – Mike reported the Health Care Career Day had 20 volunteers, 400 kids. Karen reported that that FAME had their annual event with 200 educators/businesses involved. She also reported that FAME has moved ahead with the Edge Factor which is part of the Strategic Plan to increase participation in school districts, Karen is asking that BSR's push the scholarship funds for 2 year programs at FLCC, more info to come.

IV. Career Center Operator/Partnerships:

OSOS Employer and Customer Reports – John reviewed the reports and pointed out that Chris has continued to clean up suspended job orders and that BSR's are working to reduced the number of inactive businesses. John also reviewed that we have increased the number of businesses services tracked in OSOS by 400+ per month since August 2017!

Marketing of Services/Best Practices – John sent out marketing Documents and OJT materials to the board and the Business Service Team for approval.

Career Navigator- Will be in Seneca County in May and John is recruiting, Jane asked that partners be sent info on the program and the process to get registered, Joe and John will follow up.

V. WIB Committees:

Workshop – All Workshops have been updated and reviewed with staff!

Marketing- Will meet on June 13.

Serving Individuals with Disabilities – Will meet May 22nd and Ann Sheets will be the new head with Carol retiring.

Performance & Evaluation- Meets on April 25th to discuss the extension of the Consortium as the Operator.

Finance & Audit- Received service provider allocations for PY18 and will send out contracts in the next few weeks.

Youth- Will meet May 9th has discussed younger generations and GW Lisk hiring younger individuals. Shelly requested that Acces-VR be able to attend the next Youth meeting to discuss services and referrals.

Governance-Met on April 11, Mike Ruscinko will take over as the chair and Rick Plymton will take over as vice-chair on July 1, 2018. Karen reported that 10 board member terms were up.

Executive- Meets on May 2nd

Veterans- Will meet May 10th

EconDev & Workforce Dev- Mike will send out a copy of the reported that intern from HWS prepared and shared on the state of the workforce in the Finger Lakes.

Next WIB Meeting- Will meet May 16 at Keuka College and have a speaker on Minimum wage.

VI. Roundtable:

Jenn – Discussed meeting youth in remote locations to alleviate the travel issues which she has had success with in the past with job club. She also reported that she has a new counselor and they are pushing OJT's and working on the 14 Youth elements. Jenn reported that there are issues with the FL referral report and Joe will work to improve it.

John- Marketing has been sending blast emails to everyone on UI and has had good responses, especially about Job Fairs and Career Navigator. Asked that members of the Consortium get behind the Action Item list and participate in any way they can to help close open items. He also reported that we are having monthly career center manager meetings and wants to review to Consortium Survey ASAP.

Julia- Reported on getting accessibility equipment and will provide a list as well as establish a training plan for staff in July or August. Nominations for a SLRS for Geneva and a LSR in Lyons have been sent to the state.

Andrea – Kathy has been promoted to senior counselor and she is hoping for approval to backfill ASAP.

Greg – Requested a review of DW and Adult funding as well as having the WFL-BOCES GED programs added to the referral form. He will send the info to Joe.

Shelly – Reported that her office is now back at full staff. She asked if Pat Piles allows self-pay, movement and transfer for Career Navigator attendees? John will follow up.

Marcy – Discussed upcoming trainings including AMM at Gould's which has 1 slot available and is still looking to fill the Mechatronics in Victor, as well as CNA classes in Clifton and Newark. AMM at GW Lisk is getting ready to graduate and Lisk will be picking up all of the graduates as full-time employees.

Karen – Karen wants to make sure staff is trained on the referral process and partner programs. Karen suggested working to develop a recruitment event for October for Disability Awareness in the Career Centers.

Joe L. – Career Navigator had 16 people in Ontario County.

Carol – Discussed Jen Capiosis' presentation on the CDOS diploma. Terry Martin will be reviewing assistive technology at the June meeting. Also, Jenn Geiger is available to work with businesses and BSR's should make referrals.

Melissa - Stated that there will be a College and Career Fair on March 14th at WFL BOCES in Newark and one March 15th at the Wayne Tech. and Career Center in Williamson.

Jane – Reported that the commission has 7-8 clients in Canandaigua, 5-6 in Wayne, and 1 in Yates. She gave an overview of general services, offered training on blindness etiquette for August. She will work with the Career centers to establish times for her counselors to meet with clients in our Centers.

Mike – Reported that Angel is coming to monitor and that he will follow up on office individual audits prior to her arrival.

Mindy – Reported on the success of Career Navigator and the need to push due to the success of past attendees the empowering ways of Pat and the skills individuals take away.

Amanda – Ag. Day will be April 25th with 250 students, 14 exhibitors and lunch provided. August 1st will be the first Youth Counselor's meeting of PY18. Amanda is setting up dates to perform 3rd quarter monitoring and case reviews. Counselors should be pushing follow-up for all Youth and all youth need to take the same (9D) survey. Also, Amanda reminded everyone that DEV verification is required for all WorkKeys customers including Walk-ins.

Joe D. – Asked if due to the managers meeting and redundancy of topics if individuals would prefer to move to a bi-monthly consortium meeting. All members were in favor.

VII. Next Consortium Meeting will be on 6/14/18

