

## Consortium Meeting Minutes 8/9/18

**In Attendance:** Shelly Cogliandro, Joseph Davis, Andrea McGraw, Michael Woloson, Jennifer Weaver, Mindy Laursen, Todd Sloane, Joe Lopez, Melissa Stuart, Marcy Lynch, Jane Sullivan, Julia Murphy, Amy Carreno, Jeffrey Weise, Annette DiPalma, Jen Geiger

- I. **Call to Order:** Joseph Davis called the meeting to order at 9:00 a.m.
- II. **Approval of Minutes:** Shelly motion, Jenn 2<sup>nd</sup>.
- III. **Workforce Investment Board:**
- IV. **Dashboard/performance numbers** – Mike reviewed the dashboard report and showed how the patterns illustrated our busier times of year. Mike will review the final numbers at the next meeting for PY17 but as in PY16 we exceeded our goal for classroom training and under achieved on our goals for OJTs.  
**Monitoring** – Mike will be developing a schedule to monitor files and will finish the PY17 monitoring this month. Mike asked that any questions/concerns be sent to him so he can share them with our new monitor, Barb Deike.  
**Assess/Metrix/WorkKeys** – Mike will take over the WorkKeys duties until Amanda is back.  
**FLWWTH** – Amanda sent out the registration info to volunteer for FLWWTH on October 4. Everyone is encouraged to go and can contact Jen May with any questions.  
**WIB Website** – All staff should log in, check the files and report any issues/missing documents.  
**New Monitor** – Barb Deike – Is the GLOW monitor and will provide the Law and Technical Advisory as well as a response to any question she is sent. Please send correspondence through Mike.
- V. **Career Center Operator/Partnerships:**  
**In Service dates** – Jane will provide a “Blind Simulation” with the assistance of the staff mobility instructor. Julia will find out if we will have the assistive technology prior to training. Shelly will contact Terry Martin to see if he is available to give a training on the equipment.  
**Referral Form** – Mindy recommended that we save all of the forms in the personal file on the customer.  
**Jen Geiger** - On June 27<sup>th</sup> Acces-VR and Finger Lakes Hired put on a reverse job fair event at FLCC’s Victor campus for IT careers which was hugely successful. Jeff reported that 12 businesses attended and at this point 3 job offers had been made. There will be a second on September 13<sup>th</sup> at the Seneca County Career Center for Health and Human Services. Mindy pointed out that counselors should be helping them prepare by assisting them with PSS, Metrix, WorkKeys, Mock Interviews, Resume Prep., their LinkedIn profile, elevator speech, etc. prior to the event. Jeff would like staff to follow-up with clients after the event to track their job placements and see if they need additional services/job search assistance.  
**Acces-VR – Business Services** – Jen performs outreach to businesses to support individuals with disabilities in employment and to help businesses accommodate these individual. All clients must have documented disability. She is willing to partner with any business/program to assist them in becoming more flexible with their employees. There are a number of tax credits businesses are eligible for and Jen reviewed them. Acces-VR offers hiring incentives and also, reasonable accommodations so employers can retain employees. She will hold the NDEAM event on October 11<sup>th</sup> to recognize 18 businesses for working with Individuals with Disabilities. Local winners include the Black Cat Bistro, Waterloo Library, and the statewide winner was Del Lago Resort.
- VI. **WIB Committees:**  
**Workshop** – All Workshops have been updated and reviewed with staff, No more meetings at this time!  
**Marketing**- Will meet next August 15 and will discuss Finger Lakes Feature highlights for the website.  
**Serving Individuals with Disabilities** – Will meet again on August 21<sup>st</sup> and needs a chair. They will focus activities on marketing and put out a press release with new program highlights.  
**Performance & Evaluation**- Meets on August 28<sup>th</sup>  
**Youth**- Is discussing plans for FLWWTH and will meet again in September.  
**Governance**- Not Scheduled  
**Executive**- Will meet again in September  
**Veterans**- Met and will partner with FLCC in November for Veterans Month.  
**EconDev & Workforce Dev**- No date scheduled yet.

Next WIB Meeting- September 19<sup>th</sup> at the Ramada.

**VII. Roundtable:**

**Jenn** –Wayne County Summer Youth Employment served 80 Youth and identified 24 youth as potential WIOA.

**Julia**- Accessibility equipment will be on its way soon. Michelle is sending out LMI news for the four counties every Friday with a lot of great information.

**Andrea** – Ontario County hired a new counselor, Amanda Bellinger, to back fill behind Mike Sykes who has become the new BSR.

**Annette** – Asked that staff spend more time utilizing Jeffrey as a resource and referring clients to his services. Will connect the Youth Committee with Junior Achievers out of Rochester for potential partnerships.

**Joe L.** – Everything is going well.

**Jeffrey** – Reported that there he can accommodate up to 25 job seekers for the Health Care Reverse job fair and that he is looking for more referrals and follow up from staff.

**Shelly** – NDEAN will be on October 11, and she will forward info. Acces-VR has spent the last few months determining vendors/services in the region. Ontario will be hiring a Bilingual counselor to replace Sue and there have been four retirements in the central office which has made things very busy and difficult.

**Jane** – Reported that the commission offers the same programs and services as Acces-VR to their clients and should be utilized for anyone with vision impairment. Reported that introductions have been done will all three counties other than Seneca. An employer in Ontario has reached out to the Commission to determine placement potential. Her staff had a LMI training in Buffalo and is in the process of getting OSOS access to able to serve businesses. They have worked closely with Chautauqua Works

**Amy** – Was grateful for the opportunity to join us, our partnerships, and will schedule a time to meet John and his staff in Seneca.

**Mindy** – Everything is going well, Geneva is at full staff.

**Mike**- Has identified the Training Team staff as the contacts for NYSERVES. All staff must take the cornerstones of confidentiality on a yearly basis.

**Melissa** – Wayne FL BOCES is required to accommodate the needs of individuals with disabilities and therefore will work with any referrals from Acces-VR and/or the Commission for the Blind. Melissa will send flyers to Jeff to share programs and training opportunities.

**Todd** – Is the new Assistant Director of Workforce Development at FLCC. He will create a document of updated program offerings and send out so staff can make referrals.

**VIII. Next Consortium Meeting will be on 10/18/18**

**\*Jenn pointed out that we need to reschedule due to NYATEP**