

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES  
Wednesday, March 16<sup>th</sup>, 2011, 8:30-10:00am  
Ramada Inn Geneva Lakefront

ATTENDANCE:

**Co-Chair:** Angie Scanlon

**Members:** Geoffrey Astles, Jessica Bacher, Jeb Becker, Lina Brennan, Mary Lee Burnell, Menzo Case, Bill Castiglione, Colleen Combs, Deborah Culeton, Clark Culver, Bob Doeblin, Dawn Edwards, Sarah Fantauzzi, Steve Isaacs, Bob Leiby, Mike Manikowski, Dr. Joseph Marinelli, James Marquette, Dave Phillips, Dr. Barbara Risser, Mike Rusinko, Charlie Schillaci and Jocelyn VanGelder.

**Executive Director:** Karen Springmeier

**Guests:** Martha Costello, Angel Cook, Jodie Daniels, Lynn Freid, Sherry Morse, Betsy Russell-Orr, Careen Platten, Bob Trouskie, John Vrabel and Brian Young.

**Staff:** Linda Cunningham, Pat Gopen, Jaimie Martin, Debra Sowards and Michael Woloson

**Presenters - Success Story:** "Career Navigator" - Pat Piles, Director of Operations - Career Navigator Program

**Board Presentation:** "What's Happening at Ontario ARC" - Noreen Quinn, Maggi Sullivan and Michele Wistner – Ontario ARC Staff

**ABSENT:** Peg Churchill, Jennifer DeVault, Jack Farrell, Ron Golumbeck, Joe Hamm, Nikki Leathersich, Mike Mandina, Cindy Marushak, John Mueller, Kevin O'Hagan, Sarah Purdy, Ken Riemer, Orlando Rivera, Suzanne Sinclair, Hal Smith, John Socha, Marty Teller and Martin Williams.

Ms. Scanlon called the meeting to order at 8:30am and welcomed new WIB staff;

Ms. Springmeier introduced new board member; Sarah Fantauzzi, Director of HR – Baldwin Richardson Foods; Success Story Presenter – Pat Piles, Director of Operations – Career Navigator Program and; Board Presenters - Ontario ARC Staff- Careen Platten, Noreen Quinn, Maggi Sullivan and Michele Wistner.

Introductions followed

**ENVIRONMENTAL SCANNING**

Economic Issues/Trends/Concerns:

- Morning Farm Report – Ms. Springmeier for Mr. Muller: Enough winter! Eagerly awaiting Spring!
- Mr. Manikowski: Economic Development more actively involved with manufacturing. SUNY Chancellor will be speaking at the SUNY Smart Center in Canandaigua on May 24<sup>th</sup>.

Program Changes:

- Ms. Russell-Orr: The Connection call center closed in January, laid off a few hundred people and then reopened 3 weeks later for a 6 week contact. The company is now looking for 350+ temporary people.
- Ms. Springmeier: Optimax Systems is currently hiring for 20 positions, Ms. Cunningham working on placing interns at Optimax.

Privilege of the Floor:

- Ms. Springmeier: Following-up to the mention of the SUNY Chancellor visiting Finger Lakes Community College

**COMMITTEE UPDATES:**

\*See the March 2011 Committee Work Plan & Key Highlights Summary for more specific details.

- Finance & Audit: Mr. Doeblin  
Currently, we do not know what our PY'11 WIA allocations will be, it is likely to be less than PY'10 funding. Counties have been asked to submit budgets with 10% and 20% reductions; the WIB will also submit budgets with these reductions.
- Governance & Membership: Mr. Manikowski  
Committee met on March 9<sup>th</sup>. Welcome to the board Ms. Sarah Fantauzzi from Baldwin Richardson Foods. Ms. Fantauzzi will fill the Wayne County Agri-Business Private Sector slot. Currently waiting to hear from Via Health to fill the remaining Wayne County Private Sector vacancy. Board members terms were reviewed, as some memberships are coming to an end on June 30<sup>th</sup>, 2011, Ms. Springmeier will contact those individuals. Meeting format was also reviewed, they are flowing well and it has been suggested to re-group during the summer to review the Strategic Plan and also bring in a futurist to speak at this meeting.

**ACTION ITEM: Ms. Springmeier to contact Private & Public sector board members whose terms are expiring on June 30, 2011.**

- Marketing & Communications: Ms. Culeton  
Committee met on March 11<sup>th</sup>. Reviewed the new Marketing report, provided by Mr. John Vrabel, which will take place of the work plan. Next committee meeting is Friday, May 13<sup>th</sup>, 2011.
- Performance & Evaluation: Mr. Leiby  
Committee continues to review functional alignment, performance measures, ITA outcomes and the OJT program for the future. Next meeting will be held on Wednesday, April 20<sup>th</sup> at the One Stop center in Lyons.

**CONTINUE OF COMMITTEE UPDATES:**

- Planning: Ms. Springmeier  
Planning is underway for the 6<sup>th</sup> annual Finger Lakes Works....with their Hands! Career day. The next committee meeting will be held on March 21<sup>st</sup>.
- Youth Council: Mr. Case  
Finger Lakes Works...with their Hands! Career Day has been set for Thursday, October 6<sup>th</sup>, 2011 at Rodman Lott & Son Farms in Seneca Falls; the council is also pushing for more funding this year (grants). The RFP has been finalized – Kudos to the group. Looking for any recommendations to fill the Juvenile Justice slot on the committee, please contact Ms. Gopen at the WIB.
- Consortium: Mr. Young  
The Connection in Penn Yan closed their doors in January, only to re-open 6 weeks later and are currently seeking job seekers to fill temporary positions. The One Stop centers have been assisting the dislocated workers and recruiting. Work Keys is continuing to be a success, as business are recognizing the benefits and training classes fill up quickly. Career Navigator was been very successful in the past and has been reinstated for 4 more weeklong sessions, one in each of the 4 counties. February: Yates County, March: FLCC/Geneva, April: Seneca County and May will be held in Lyons.

**PRESENTATION: Career Navigator**

**Pat Piles, Director of Operations, Career Navigator Program**

**NEW BUSINESS/CONSENT AGENDA:**

- **Minutes** from November 17<sup>th</sup>, 2010 - Motion to approve by Mr. Manikowski, seconded by Mr. Leiby. All in favor. Motion carried.
- **Resolution #09-10: Approval of Youth Council Appointments (from January):** Motion to approve made by Mr. Case, seconded by Ms. VanGelder. All in favor; Motion carried.
- **Resolution #10-10: Approval of Youth Council Appointments:** Motion to approve made by Dr. Marinelli, seconded by Mr. Case. All in favor; Motion carried.
- **Resolution #11-10: Approval of Intensive and Training Providers and Programs:** Motion to approve made by Mr. Leiby, seconded by Ms. Culeton. All in favor; Motion carried.
- **Resolution #12-10: Approval to Contract with The Bonadio Group:** Motion to approve made by Dr. Marinelli, seconded by Mr. Isaacs. All in favor; Motion carried.

**PRESENTATION: “What’s Happening at Ontario ARC”**

**Bill Castiglione, Executive Director, Ontario ARC and Staff;**

**Noreen Quinn, Maggi Sullivan and Michele Wistner**

**MEETING EVALUATION**

- Results of November’s meeting evaluation were previously emailed.
- Everyone is encouraged to complete an evaluation for today’s meeting. Evaluations are reviewed by the Executive Committee and comments are taken into consideration for future meetings. Ms. Springmeier also noted for those Board members interested in offering Internships, please include your contact information at the bottom of today’s evaluation.

**OTHER BUSINESS:**

None to report at this time

**Next Board Meeting** - Wednesday, May 18<sup>th</sup>, 2011

Ramada Geneva Lakefront Inn – Geneva, NY

Presentation: TBD

There being no other business, motion to adjourn the meeting offered by Mr. Case and seconded by Dr. Marinelli. The meeting adjourned at 9:49am.

Respectfully submitted,  
Jaimie Martin  
Administrative Assistant