

# FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES

Wednesday, May 18<sup>th</sup>, 2011, 8:30-10:00am

Ramada Inn Geneva Lakefront

## ATTENDANCE:

**Chair:** Hal Smith

**Members:** Geoffrey Astles, Jessica Bacher, Lina Brennan, Mary Lee Burnell, Menzo Case, Bill Castiglione, Peg Churchill, Deborah Culeton, Bob Doeblin, Dawn Edwards, Sarah Fantauzzi, Joseph Hamm, Steve Isaacs, Bob Leiby, Mike Manikowski, Dr. Joseph Marinelli, John Mueller, Dave Phillips, Sarah Purdy, Kenneth Riemer, Dr. Barbara Risser, Mike Rusinko, Angie Scanlon, Charlie Schillaci, Suzanne Sinclair, Jocelyn VanGelder and Martin Williams.

**Executive Director:** Karen Springmeier

**Guests:** Peg Birmingham, Chris Brown, Martha Costello, Jodie Daniels, Ryan DeVay, Lynn Freid, Sherry Morse, Sue Northrup, Betsy Russell-Orr, Kathy Templar and Brian Young.

**Staff:** Jaimie Martin and Debra Sowards

**Board Presentation:** "Small Business Model" – Lynn Freid, Manager of Business Development and Training – Finger Lakes Community College

**ABSENT:** Wilson Augustave, Jeb Becker, Colleen Combs, Clark Culver, and Jennifer DeVault, Jack Farrell, Ron Golumbeck, Nikki Leathersich, James Marquette, Kevin O'Hagan, John Socha and Marty Teller.

Mr. Smith called the meeting to order at 8:32am, welcomed everyone, and introductions followed

## ENVIRONMENTAL SCANNING

Economic Issues/Trends/Concerns:

- Morning Farm Report – Mr. Muller: Too much rain! Planting is weeks behind, future harvest is not looking good. On the positive side, exporting goods is strong and the growth in Asia is increasing.
- Economic Development - Mr. Manikowski: Product demand has increased. SUNY Chancellor will be speaking at the SUNY Smart Center in Canandaigua on May 24<sup>th</sup>, FAME will be featured. Dr. Risser also noted that FLCC, GCC and MCC has partnered together for this event.
- Green Energy – Mr. Smith: Seeing an increase in farmers interested in green energy, solar, geothermal and wind.

Program Changes:

- None to report

Privilege of the Floor:

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## COMMITTEE UPDATES:

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

- Finance & Audit: Mr. Doeblin  
Received PY'11 WIA allocations, it is 10% less than PY'10 funding. Staff cuts have been made in all four counties and at the WIB.
- Governance & Membership: Mr. Manikowski  
Currently waiting to hear from Via Health to fill a Wayne County Private Sector vacancy for Health Care and Ms. Springmeier is taking any suggestions to fill a vacancy for a Wayne County Private Sector representation from the Advanced Manufacturing cluster. Board members terms were reviewed, as some memberships are coming to an end on June 30<sup>th</sup>, 2011, Ms. Springmeier has contacted those individuals. The committee is looking to re-group during the summer to review the Strategic Plan and also bring in a futurist to speak at this meeting.
- Marketing & Communications: Ms. Culeton  
Committee met on May 13<sup>th</sup>, 2011 at the Career Center in Wayne County. Ms. VanGelder informed the committee about the pilot of Google Groups, a virtual meeting for those in need of employment services. This online meeting will help jobs seekers, discuss/share job leads, etc... Ms. Culeton noted that Senator Nozzolio has a picture of himself at a Finger Lakes Works...with their hands! Day on his website.
- 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: Mr. Smith  
Planning continues for the 6<sup>th</sup> annual Finger Lakes Works...with their Hands! Career day. The next committee meeting will be held on July 7<sup>th</sup>. Ms. Culeton noted that Halco has been awarded the Energy Star award for the 2<sup>nd</sup> year in a row.
- 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 – Planning continues. The council has filled the Juvenile Justice and Public Housing vacancies. Currently, there are 3 youth working through the OJT program and there is plenty of funding for more.
- Consortium: Mr. Young  
Staff is working closely with The Connection in Penn Yan, with seeking job seekers to fill temporary positions. June 7<sup>th</sup>, 2011, Wayne-Finger Lakes BOCES is hosting a Open House to inform those interested in their Adult Education Training Programs – Everyone is invited. Career Navigator continues to be successful, next session will be held in June in Canandaigua and Penn Yan.

**ACTION ITEM: Ms. Martin to email Board members open house invitations.**

**SUCCESS STORY:****NEW BUSINESS/CONSENT AGENDA:**

- **Minutes** from March 16<sup>th</sup>, 2011 - Motion to approve by Mr. Mueller, seconded by Mr. Case. All in favor. Motion carried.
- **Resolution #13-10: Approval of PU'11 WIA County Budgets**: Motion to approve made by Mr. Doebelin, seconded by Ms. Culeton. All in favor; Motion carried.
- **Resolution #14-10: Approval of FLWIB, Inc. PY'11 Budget**: Motion to approve made by Mr. Doebelin, seconded by Mr. Isaacs. All in favor; Motion carried.
- **Resolution #15-10: Approval of PY'11 Youth Contractors**: Motion to approve made by Mr. Schillaci, seconded by Mr. Case. All in favor; Motion carried.
- **Resolution #16-10: Approval of Youth Council Appointments**: Motion to approve made by Mr. Case, seconded by Mr. Mueller. All in favor; Motion carried.
- **Resolution #17-10: Acceptance of the NYSDOT Careers in Construction Grant**: Motion to approve made by Mr. Smith, seconded by Mr. Manikowski. All in favor; Motion carried.
- **Resolution #18-10: Approval of Slate of Officers**: Motion to approve made by Mr. Manikowski, seconded by Dr. Marinelli. All in favor; Motion carried.
- **Resolution #19-10: Recognition of May as "Celebrate Finger Lakes Works" Month**: Motion to approve made by Ms. Culeton, seconded by Mr. Castiglione. All in favor; Motion carried.
- **Resolution #20-10: Approval of Administrative Agreement July 1, 2011-June 30, 2012**: Motion to approve made by Mr. Mueller, seconded by Mr. Phillips. All in favor; Motion carried.
- **Resolution #21-10: Appreciation of Service - Geoff Astles**: Motion to approve made by Mr. Manikowski, seconded by Mr. Castiglione. All in favor; Motion carried.

**PRESENTATION: Small Business Model****Lynn Fried, Manager of Business Development and Training, Finger Lakes Community College**

- Purpose – To train, highly skilled professionals that are better prepared to meet the rising need for middle-skills jobs; have higher retention rates, outperform their under skilled counterparts and raise the level of service and production. An effective and efficient workforce is crucial as the demand for middle skilled work continues to grow
- Middle Skills Training – Include; licensure training, certificate/credentialed training, educational programs, industry skills and 2 year degree programs.
- Examples of Middle Skills Jobs – Advanced Manufacturing, Clean Room Operators, Nurse Assistants, Home Health Aides, Direct Support Professional, Leadership/Supervisory/Lean Training and Customized Computer Training

**MEETING EVALUATION**

- Results of March'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, September 21<sup>st</sup>, 2011

Location: TBA

Presentation: TBD

There being no other business, motion to adjourn the meeting offered by Mr. Case and seconded by Ms. Burnell.  
The meeting adjourned at 9:51am.

Respectfully submitted,  
Jaimie Martin  
Administrative Assistant