

Finger Lakes Workforce Investment Board, Inc.  
**EXECUTIVE COMMITTEE MEETING MINUTES**

FLWIB Offices, 41 Lewis Street, Geneva  
Wednesday, January 7, 2015 – 8:00am

**ATTENDANCE:**

**Members:** S. Bischooping, L. Brennan, R. Doebelin, M. Manikowski, B. Risser, R. Golumbeck, J. Mueller  
**Staff:** D. Brennan, D. Sowards, K. Springmeier  
**ABSENT:** D. Culeton

Ms. L. Brennan called the meeting to order at 8:05am.

A motion to approve the minutes from October 29, 2014 was made by Mr. Golumbeck and seconded by Mr. Manikowski. All in favor. Motion carried.

**Committee Reports**

**Finance and Audit** – Mr. Doebelin noted the committee hasn't formally met since the last Executive meeting. Spending levels are where they should be; next meeting scheduled for February 4th at which time we will review 6 month progress of contract spending, WIB budget, training funds, and other necessary financial tasks.

**Governance and Membership** – Mr. Manikowski and Ms. Springmeier noted the board membership is currently in good shape. The committee will be meeting consistently throughout the development of new regulations by WIOA in order to make sure the FLWIB is in full compliance with the new legislation.

**Marketing and Communications** – Ms. Springmeier noted that the Brand Platform roll-out process is in the final steps. The FLWIB staff will be ordering props with the platform on it. Charts and reports are consistently reviewed at the meetings. Strategic planning will be discussed in conjunction to the new regulations set by the state to meet WIOA standards. Ms. Springmeier noted that the next meeting will be held on February 19<sup>th</sup>.

**Performance and Evaluation** – Mr. Mueller noted the committee met on December 10<sup>th</sup>. The unemployment and career center traffic numbers are down from previous years, the former greatly affecting the latter. The committee will be working on the transformation from WIA to WIOA and will most likely change its title from the Performance and Evaluation Committee to the Accountability Committee. Mr. Mueller has posed the question, "What can we do better for 2015?" Mr. Woloson is working to set goals and create a stronger committee. The next meeting will be held on February 25<sup>th</sup>.

**Youth Council** – Ms. Springmeier noted the Council met on Monday. The trend alert is presented at each Youth Council meeting. This meeting's trend alert was focused on opioid and heroin abuse and addiction. Ms. Springmeier discussed the positive feedback from the large audience that was at the meeting. Ms. Springmeier applauded Ms. Gopen for all of her work with the Council and providing such meaningful topic discussions for the Council. The Youth Council is currently working toward their performance goals and seem to be on track.

**Consortium** – Ms. Springmeier announced that one of the FLWIB's Workforce Advisors, Gena Alessi Coe, has taken a new position with RochesterWorks. She discussed the position of a Workforce Advisor. Ms. Springmeier is currently in discussions with the state regarding the position and hopes to be able to fill it in the near future. The Consortium is currently working on a soft skills training program as a direct result of a discussion had at the Economic Development Committee meeting hosted by the FLWIB. The team plans to roll out the program in the spring. Staff and the team will be looking to create posters as the FLWIB has done in the past to note the "Top 13" skills.

**Health and Human Service Cluster** – Ms. Springmeier announced the 4<sup>th</sup> Annual Healthcare Career Day, Serving Community Healthcare and Human Services in the Finger Lakes, will be held at FLCC on March 17, 2015 for 9<sup>th</sup> and 10<sup>th</sup> grade students. The committee is seeking sponsors for this event, as it is fully funded by sponsorships and donations.

**Director's Report & FAME Update** – Ms. Springmeier announced the annual FAME event will be held on January 28, 2015 at Monroe Community College (MCC) featuring Andy VanKleunen of the National Skills Coalition. Mr. VanKleunen was scheduled to speak at last year's event but could not attend due to the weather. Mr. Golumbeck has stepped down as the Hiring and Training Chair but will continue to be involved in the committee and with FAME overall. Rick Murphy, Silgan Containers, has been elected as Chair for the Hiring and Training committee. The Mechatronics program through FLCC held their graduation at TCTI in December. All 11 graduates were offered multiple positions at a number of different companies in the area. FLCC has replicated their GW Lisk program for Advanced Manufacturing with ITT- Goulds Pumps and will begin this spring. Ms. Springmeier noted that she has been in a discussion with the Department of Labor about rules and regulations.

### **Review of Executive Director's PY'14 Goals**

Mr. Golumbeck suggested the addition of a goal focused on partnering and serving the new LAGO Resort and Casino in Seneca County. Discussion ensued around the topic of the casino. Ms. Springmeier will work to separate the "needs" and "wants" from the list of goals.

### **Resolutions**

- a. Resolution #06-2014: Appointment of Reginald Walton to Youth Council
  - i. A motion to appoint Reginald Walton to Youth Council was made by Mr. Mueller, seconded by Mr. Doeblin. All in favor, motion carried.

### **Other Business**

- Ms. L. Brennan suggested Ms. Springmeier reach out to Ontario ARC and FL Health regarding their Project Search success story for the board meeting in January. **Action: Ms. Springmeier to contact FL Health.**
- Mr. Golumbeck suggested the FLWIB invites a statistician from the Department of Labor to present at the board meeting. **Action: Ms. Springmeier to reach out the DOL for possible March presentation.**
- Mr. Bischooping noted the WFL-BOCES/Weslor Welding training program has been a success and could be presented as a success story at a future board meeting.
- Mr. Bischooping announced the beginning progress and receipt of the P-Tech Grant for the area. This program will fund students starting in 9<sup>th</sup> grade to concurrently earn their high school diploma and an associate's degree in Advanced Manufacturing or Information Technology. More information to follow.

A motion to approve the **2015 Reimbursement Rates** was made by Mr. Bischooping, seconded by Mr. Golumbeck. All in favor, motion carried.

### **Board Meetings: January 21, 2015 – *Ramada Inn, Geneva Lakefront***

Presentation: ACCESS-VR – Nicolette Leathersich and Carol Kramer

Success Story: Project Search - Patrick Boyle, VP Human Resources, Finger Lakes Health

### **Next Executive Committee Meeting: Wednesday, March 4, 2015; 8:00am – FLWIB, Conference Room B**

Motion to enter Executive Session was made by Mr. Doeblin at 9:17a.m., seconded by Mr. Golumbeck. All in favor, motion carried.

The committee came out of Executive Session at 9:40a.m.

Meeting adjourned at 9:40a.m.

Respectfully Submitted,  
Dinah Brennan  
Executive Assistant