

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

FLWIB Offices, 41 Lewis Street, Geneva  
Wednesday, March 4, 2015 – 8:00am

ATTENDANCE:

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

Ms. L. Brennan called the meeting to order at 8:06am.

A motion to approve the minutes from January 7, 2015 was made by Mr. Manikowski and seconded by Dr. Risser. All in favor. Motion carried.

**Committee Reports**

**Finance and Audit** – Mr. Doebelin noted the committee hasn't formally met in February because of a meeting held in late January. The next scheduled meeting is in March. There are minimal training funds available for the remainder of the program year. The counties continue to meet their requirements and expenditures. Mr. Manikowski noted that the staff should remain on alert for possible need for Dislocated Worker training or unemployment with the recent collapse of an Advanced Manufacturing facility owned by Pactiv in Ontario County.

**Governance and Membership** – Mr. Manikowski and Ms. Springmeier noted the committee is busy working on changes with the new WIOA legislation. Ms. Springmeier will be doing a WIOA presentation at the March board meeting. The committee plans to meet again in April.

**Marketing and Communications** – Ms. Springmeier noted that the annual FAME event took place on January 28<sup>th</sup> at MCC and there were about 160 attendees. Feedback was positive. The *Finger Lakes Works...with their hands!* Event brochure was distributed. This will be the 10<sup>th</sup> annual event and the FLWIB committee plans to make it a big one. Mr. Doebelin suggested dedicating the event to the recently passed away Grandpa Lott. The Healthcare Alliance is holding their 4<sup>th</sup> annual Career Day for high school students at FLCC in Canandaigua on March 17<sup>th</sup>. There are currently 460 students signed up and 20 presenters. The "Why I Love the Finger Lakes" Career Expo is scheduled at FLCC in Canandaigua for April 23<sup>rd</sup>. More information to follow.

**Performance and Evaluation** – Ms. Springmeier noted that the traffic at the Career Center's saw a bump in November and December as a result of a bump in unemployment rates. Intensive services for customers are up from the previous year, whereas Individual Training Accounts (ITA) and On-the-Job Training (OJT) accounts are a little lower than the previous year. The committee continues to research retention rates for those employed after graduating training programs.

**Youth Council** – Ms. Springmeier noted the Council met on Monday. The meeting was a follow-up to the previous meeting regarding heroin and opioid abuse in our region. Under the new WIOA legislation there will be no more Youth Council but those involved and active will be asked to serve on a Youth Committee. The legislation requires the staff to serve at least 75% out-of-school youth, however, Ms. Springmeier suggests a goal of 100% out-of-school youth be served. The Executive Committee approves this request. The next Educator and Employer Panel will be held on March 13<sup>th</sup> at Wayne-Finger Lakes BOCES and will focus on the topic of the Health Sciences industry. Ms. Gopen will present the success story at the March meeting about the Panel Series.

**Consortium/BSR** – Ms. Springmeier noted the consortium continues to work on the Soft Skills Training Program as requested by the Economic Development Committee. A survey related to the soft skills training was conducted by RIT for employers. The results solidified the need for this training program. WFL BOCES will "train the trainer" for staff to conduct this program at the career centers. The FL Hired grant program is now open. Brochures were handed out to the committee.

**Director's Report & FAME Update** – Ms. Springmeier noted she spent the previous day in Albany discussing the WIOA legislation and transition with fellow WIB director's and state representatives. She gave a brief update on what the committee can expect in the upcoming weeks and transition. As of June 30<sup>th</sup> the current board will be dissolved and a new board will be instated on July 1<sup>st</sup>. This will change very little about the makeup of the board. The committee reviewed board composition. Even though the regulations have not been released, the state announced that the WIB's move forward and do not worry about immediate penalties. Ms. Springmeier noted that Ms. L. Brennan, Mr. Manikowski, and she will travel to Washington, D.C. at the end of March for the National Association of Workforce Boards (NAWB) Conference.

**Strategic Planning** – Ms. L. Brennan noted that due to the WIOA changes and the new board, the staff and board members will move forward with the planning process in the summer months. Ms. Springmeier noted the quote from the Ad Council of Rochester was for about \$12,000-\$18,000 with grant funding. Mr. Manikowski requested we put out an RFP for the strategic planning process. Staff will continue to work on this in the upcoming months.

**Other Business**

Tours will be held at WFL-BOCES for the May full board meeting presentation.

**Board Meetings:** March 18, 2015 – *Holiday Inn – Waterloo/Seneca Falls*

Presentation: WIOA – Karen Springmeier

Success Story: Educator and Employer Panel Series – Pat Gopen

**Next Executive Committee Meeting:** Wednesday, May 6, 2015; 8:00am – FLWIB, Conference Room B

*Possibility to need a June Executive and Board Meeting.*

Motion to adjourn was made by Mr. Manikowski at 8:50a.m., seconded by Mr. Doeblin. All in favor, motion carried.

Respectfully Submitted,  
Dinah Brennan  
Executive Assistant