

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

FLWIB Offices, 41 Lewis Street, Geneva
Wednesday, March 2, 2016 – 8:00am

ATTENDANCE:

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

Ms. L. Brennan called the meeting to order at 8:03am.

A motion to approve the minutes from January 6, 2016 was made by Mr. Mueller and seconded by Mr. Manikowski. All in favor. Motion carried.

WIOA – Ms. Springmeier discussed the current state of the WIA to WIOA transition. The draft state plan is out. Comments and questions regarding the plan were sent in and are being reviewed. There are currently no allocations for PY'16, but they are forecasted to come in March.

Committee Reports

Finance and Audit – Mr. Doebelin noted that the committee met last week. After reviewing the financial statements, the committee has recommended an internal transfer of funds from Adult to Dislocated Worker. Ms. Springmeier and Ms. Sowards reviewed the funding sources and will create a pie chart to be distributed at the May board meeting. Discussion ensued on funding of the events and metrics.

Governance and Membership – Mr. Manikowski noted that the committee will be meeting in the upcoming months to discuss the slate of officers for PY'16 and look into adjusting the By-Laws to allow for alternative voting.

Marketing and Communications – Ms. Culeton noted that there has been great press for the FLWIB events. Bill Kaminski from the Finger Lakes Times is writing an article on the successes of customers/employers who have used Finger Lakes Works' services. The committee discussed new ways to attract customers and increase traffic at the career centers. Mr. Doebelin noted that the committee should look into investing in a banner for Geneva's Seneca Street (Geneva rents the "space" to organizations and events for advertising). Ms. D. Brennan suggested a big sign about services at the 4/19/16 FLX Job Fair. Ms. Culeton noted that Mr. Kauffman offered a possible booth at Eastview Mall for information. Mr. Manikowski also noted that the Veterans outreach by visiting Fort Drum should help as well. Staff and committee members are working on a social media strategy.

Performance and Evaluation – Mr. Mueller noted that unemployment is down and traffic at the career centers is about the same as this time last year. The state measures are being met except the "follow-up" measure that is being addressed statewide. This goal is new and is created through regional numbers. Staff is aware that they need to enter information into the system when they follow-up with customers about job referrals. The federal measures are being met except in the Literacy/Numeracy category. This is a youth performance goal that is being addressed by the youth staff. Discussion regarding lack of spending by counties for OJT and ITA's arose. The committee recommends that each county is required to have at least five OJT's by the end of PY'15.

Economic Development – Mr. Manikowski noted that the committee is doing a great job of bringing together economic and workforce development in the four counties. He recommends each economic developer communicate consistently with their workforce development partners on a daily basis when speaking with businesses about needs.

Youth Committee – Ms. Springmeier noted that the committee will be meeting next Monday.

Consortium/Vets/BSR/Healthcare – Ms. Springmeier noted that a staff development training will be held at the FLWIB offices on March 9th and 10th to hear from required partners at the career centers, del Lago Resort, and to hear about WIOA trends and future needs. The FLWIB is providing lunch to all staff. The committee continues to work on the new policies and improving customer satisfaction surveys. The Partner of the Month for February was Keuka College. The Business Services Team continues to work on OJT's.

Healthcare Alliance of the Finger Lakes – Ms. Springmeier noted the following events:

- March 3rd – Healthcare Job Fair at FLCC-Canandaigua
- March 22nd – Healthcare Career Day for high school students at FLCC-Canandaigua

Director's Report & FAME Update – Ms. Springmeier noted that the Agricultural Career Day for high school students will take place on April 25th. She has invited Nancy Weber from the State Workforce Investment Board (SWIB) to attend, as Nancy sits on the state agriculture/tourism committee. Someone from Senator Gillibrand's office will also be attending. There are 280 students signed up and the steering committee continues to make progress is planning and finalizing the event. On March 11th, there will be a Superintendent's panel to hear from area employers in several industries, most of which are FLWIB Members. Ms. Springmeier noted that FAME had a successful event in January at MCC. There were about 220 educators and industry professionals in attendance. FAME has received funding from a grant to hire three consultants through September of 2016. These consultants will recruit FAME members, promote the 5% Pledge Program and endorse other FAME initiatives. Ms. Springmeier noted that the PTECH program had a hard time getting mentors for the 38 enrolled students, therefore they are doing an "industry challenge" approach. Through this, the group will work with one company, currently it is G.W. Lisk, at a time to learn the ropes. Dr. Risser noted that the class being recruited for the second year of freshman will be for about 50 students, up from the first year of 38 students. Ms. Springmeier also noted that herself, Mr. Manikowski, Ms. L. Brennan, and Mr. Mueller will be traveling to Washington, D.C. on March 12th to attend the National Association of Workforce Boards (NAWB) Conference.

Resolution #06-15 Acceptance of AT&T Aspire Grant for Wayne-Finger Lakes Summer Advanced Manufacturing Experience (SAME)

- Mr. Manikowski moves to bring this resolution to the board, all in favor.

Other Business –

- April 19th – The Finger Lakes Job Fair at FLCC-Canandaigua – Open to the public.
- Kathy Templar, Wayne County Career Center Manager, will be retiring as of March 10th.

Board Meetings: March 16, 2016 – *Holiday Inn-Seneca Falls/Waterloo*

Presentation: OJT-TBD

Success Story: NAWB Conference - TBD

Next Executive Committee Meeting: Wednesday, May 4, 2016; 8:00am – FLWIB, Conference Room B

A motion to adjourn was made at 9:09a.m by Mr. Doebelin, seconded by Mr. Mueller. All in favor, meeting adjourned.

Respectfully Submitted,
Dinah Brennan
Executive Assistant