

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

FLWIB Offices, 41 Lewis Street, Geneva
Wednesday, January 4, 2017 – 8:00am

ATTENDANCE:

Members: R. Doebelin, J. Mueller, M. Manikowski, L. Brennan, S. Bischooping, R. Nye, M. Rusinko
Staff: D. Brennan, K. Springmeier, M. Woloson, D. Sowards
Guest: M. Iverson
ABSENT: D. Culeton, L. Parish

Mr. Mueller called the meeting to order at 8:02am.

A motion to approve the minutes from November 2, 2016 was made by Mr. Doebelin and seconded by Ms. L. Brennan. All in favor. Motion carried.

Strategic Planning

Dr. Marla Iverson presented the draft Strategic Plan to the committee. The committee gave input and discussed the plan. Dr. Iverson will present to the full board at the January Board meeting.

Committee Reports

Finance and Audit – Mr. Doebelin noted that the staff continues to work with the Financial Oversight and Technical Advisory (FOTA) on reconciliations.

Governance and Membership – Ms. Springmeier noted that there is a new member, Mr. Justin Miller from Coach and Equipment. Ms. Springmeier will be meeting with a potential new board member from Baldwin Richardson next week. This will create a full board.

Marketing and Communications – Ms. D. Brennan noted that the main focus of the committee at this time is the project with FLTV through FLCC.

Performance and Evaluation – Mr. Rusinko noted that this was his first meeting at Chair of the committee. The committee discussed performance numbers and policies at the previous meeting.

Economic Development – Mr. Manikowski noted that the next meeting will be in February.

Youth Committee – None.

Consortium/BSR – Mr. Woloson noted that the focus of the Consortium at this time is the RFP for One Stop Operator and the MOU. Many changes are coming up and the committee is working on what will happen. The sub-committee for reviewing the center workshops has updated the workshops and will review them with employers in the upcoming weeks. The Business Service Reps (BSR) continue working on creating more OJTs due to current low numbers.

Healthcare Alliance – Mr. Woloson noted that the Career Day will be held on March 21st at FLCC. A Healthcare Job Fair will be held at FLCC on March 2nd.

Director's Report & FAME Update – Ms. Springmeier noted that FAME's annual event will be held at MCC on February 16th. Mr. Mandina will be stepping down as founding Chair and Mr. Dave Phillips will be the new Chair of FAME. Ms. Springmeier noted that she has been focused on strategic planning and administrative work.

Resolution #08-16: Approval to Solicit per RFP for One Stop Operator

- A motion to approve was made by Mr. Rusinko, seconded by Dr. Nye. All in favor, motion carried.

Resolution #09-16: Approval of Required Policies under WIOA Legislation

- A motion to approve was made by Dr. Nye, seconded by Mr. Bischooping. All in favor, motion carried.

Discussion of Meeting Evaluation Summary

The committee reviewed the previous Board meeting evaluation summary from November.

Other Business –

- Ms. Springmeier noted that an MOU needs to be developed with all partners. She is meeting with them to discuss.
- Mr. Bischooping noted that a discussion regarding the changes to civil service requirements, but not to the test, should be had. Ms. Springmeier will look into this and hopes to meet with an expert to better understand changes.

Board Meetings: January 18, 2017 – Seneca County Building, Waterloo, NY

Presentation: Strategic Planning – Dr. Marla Iverson

Presentation: The State of Seneca County – Mr. John Sheppard

Next Executive Committee Meeting: Wednesday, March 1, 2017; 8:00am – FLWIB, Conference Room B

A motion to adjourn was made at 9:52a.m by Mr. Rusinko, seconded by Ms. L. Brennan. All in favor, meeting adjourned.

Respectfully Submitted,
Dinah Brennan
Executive Assistant