

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES

Wednesday, May 17, 2017 8:30-10:00am

Keuka College, Keuka Park, NY 14478

ATTENDANCE:

Members: L. Brennan, D. Culeton, J. DeVault, T. Facer, J. Hamm, C. Kramer, M. Manikowski, J. McGregor, K. Morgan, J. Mueller, R. Nye, L. Parish, J. Pellerite, M. Rusinko, A. Scheetz, C. Schillaci, J. Sheppard, B. Trouskie, D. Phillips

Guests: A. Badger, K. Bailey, A. Cook, L. Freid, M. Lynch, J. Vrabel, M. Facer, A. McGraw

Staff: K. Springmeier, A. Lesterhuis, M. Woloson, D. Sowards

Absent: T. Albanese, S. Bishoping, M. Burnell, P. Churchill, M. Davis, R. Doebelin, M. Fortune, D. Hellert, M. Kauffman, J. Miller, B. Percy, R. Plympton, C. Andrews

Mr. Mueller called the meeting to order at 8:03 a.m. Introductions followed.

Shaun Manning, Director of Admissions at Keuka College, welcomed everyone and provided a brief overview of the college. Also spoke of the Center for Professional Studies – making connections to local businesses and community services to promote Keuka College.

Dr. Jorge Diaz-Henera, President of Keuka College, discussed Keuka's 10 year strategic plan transformation of the campus and college with the goal of being the best college to work for and the first choice for students.

ECONOMIC NEWS AND UPDATES

Economic Issues/Trends/Concerns:

- Ms. Brennan – Healthcare – noted they are currently working through changes with Obama care; and they have recently received their three year accreditation and have been ranked as one of the top 3 LPN schools in the U.S. – Congratulations!!
- Mr. Sheppard mentioned the new hotel at del Lago is well underway with 205 rooms and will be opening in July. 1,800 jobs have been filled with approximately 20% being Seneca County residents.
- Mr. Hamm announced Round 7 CFA funds from the Regional Economic Development Council are now available. Workshops are being held May 25th at Monroe Community College and June 6th at Hobart William Smith College with more information.

Privilege of the Floor:

- Ms. Parish announced Generations Bank has been named one of the best places to work in Central New York – Congratulations!!
- Mr. Manikowski announced at the 13th Annual Victor Business Awards, O'Connell Electric was named the Business of the Year – Congratulations!!
- Ms. Freid distributed information regarding a training meeting for energy careers at Finger Lakes Community College in Victor.
- Mr. McGregor - Grapes – some of the wines produced last year are now some of the best in decades!
- Mr. Facer noted they are planting more apples every day. Estimating 10 million Cosmic Crisp apple trees over the next 3 years.
- Mr. Mueller – Dairy – Currently a lot of milk available!

Chairman Update:

Mr. Mueller gave an update from the NAWB (National Association of Workforce Boards) meeting he and Ms. Springmeier attended in March.

Five points on a seminar Mr. Mueller attended:

1. Board members should be given more meaningful work – think about how we are making the community better and improving the wellbeing – focus 80% of time on community issues. Think of why people cannot find employees and vice versa. Also addressing issues such as transportation. What are we doing as a Board to overcome this?
2. Challenge the Board to write on the survey 1-3 things to focus on in the next year such as community issues or things that we feel are handicapped for economic wellbeing.
3. Give Board data – Michael Woloson will be presenting this at the June Board Meeting.
4. New Board members – have a more seasoned Board member mentor a new Board member.
5. 10% of funding should come from outside of WIOA.

COMMITTEE UPDATES:

- Finance and Audit – Ms. Sowards noted the budget reviews of the WIB and counties continue using the PY'17 allocations are still tentative – waiting to receive final notification, hopefully before June 30th. Working on meeting 80% goal so there is no danger of having any funds being recaptured. The Key Highlights summary was reviewed.

COMMITTEE UPDATES – continued:

- Governance and Membership – Mr. Manikowski reports the Board is in good shape with the membership representation.
- Economic Development – Mr. Manikowski reports this committee will be meeting in a couple of weeks. Topics to be discussed include the transportation barrier – having Regional Transit Service (RTS) attending meeting to address what they can regionally do and what we can do better in our region.
- Performance and Evaluation – Mr. Rusinko – The committee met in April. Mr. Rusinko asked to have the meeting minutes sent to everyone as all can benefit from the information.
- Marketing & Communications – Ms. Culeton – The committee has a meeting scheduled for June 7, 2017. They will be using the smart goals/actions as a result of the strategic plan to map out their next steps.
- Youth Council – Ms. Parish – Agricultural Career Day was held in April with over 200 youth attending! All who attended visited the Viticulture Center and Hope Dairy and finished with lunch at Jordan Hall with various businesses set up to discuss careers in agriculture.

STRATEGIC PLAN REVIEW AND UPDATE

Ms. Springmeier noted the goals in the Strategic Plan are simple and very attainable. The Mission of the Board has changed slightly to read: The Finger Lakes Workforce Investment Board convenes a unique table of stakeholders to identify workforce needs, share intelligence and respond with innovative approaches to improve the economic wellbeing of the community and the region.

The goals in the plan were reviewed with updates given on where we are at this time. Also discussed were 12 Habits of Highly Successful WIBs. Those present were asked to review the additional comments on today's survey and rate using a scale of 1 to 5.

PRESENTATION: HIGH ROAD EMPLOYER – MARTHA FACER – WEGMAN'S

Martha Facer is the Manager in Training at the Canandaigua Wegman's. She briefly reviewed her typical day at Wegmans along with benefits employees receive. Ms. Facer's PowerPoint presentation will be emailed to the Board.

NEW BUSINESS/CONSENT AGENDA:

- **Approval of March 22, 2017 meeting minutes.**
 - Motion to approve the minutes was made by Mr. Facer, seconded by Ms. Morgan. All in favor, motion carried.
- **Resolution #10-16 Amended: Approval to Accept Sole Source Bid for One Stop Operator**
 - Ms. Springmeier noted the NYSDOL required the resolution to be amended changing the wording to reflect Sole Source as there was only 1 bid received from the RFP issues.
 - Motion to approve this resolution made by Mr. Sheppard and seconded by Mr. Manikowski. All in favor, motion carried. Mr. Hamm and Ms. Kramer abstained from voting.
- **Resolution #11-16 Approval of Slate of Officers for July 1, 2017 to June 30, 2018**
 - Motion to approve the resolution was made by Mr. Sheppard and seconded by Mr. Manikowski. All in favor, motion carried.
- **Resolution #12-16 approval of the Service Delivery Memorandum of Understanding (MOU)**
 - Motion to approve the resolution was made by Mr. Sheppard and seconded by Mr. Manikowski. All in favor, motion carried.
- **Resolution #13-16 Approval of the Strategic Plan**
 - Motion to approve the resolution was made by Mr. Sheppard and seconded by Mr. Manikowski. All in favor, motion carried.

EVALUATIONS/HOMEWORK

Please take a moment to complete today's meeting evaluation and provide 1-2 ideas how the WIB can help improve the community.

Twelve Habits of Highly Effective WIB Boards – how can we make a bigger difference?

OTHER BUSINESS

Ms. Springmeier asked those in attendance if there was interest in convening a regional Board meeting. There was interest expressed and it was suggested to ask Bob Duffy to speak.

Next Board Meeting – Wednesday, June 21, 2017 FLCC Canandaigua Student Center, Room Stage 14
The Meeting was adjourned at 10:00am.

Respectfully submitted,
Debbie Sowards
Fiscal Coordinator