



Business Service Representative Meeting Minutes

DEC 14, 2018

9:00am

Finger Lakes Works Geneva Career Center/FLWIB

Present: C. Caughey, L. Principio, M. Sykes, M. Slater, M. Laursen, J. Weise
M. Woloson

Phone: J. Murphy

1. **Todd Sloane: Acting Director, Professional Development & Continuing Education at FLCC:** Presentation of programs available through FLCC including CNAs, AMM and Mechatronics programs. Materials were provided to meeting participants.
2. **Review and approval of minutes from** October 19,2018 Approved M. Larsen, 2nd- C. Caughey, all in Favor- motion carried
3. **WorkKeys:** Please make sure to use new referrals forms w/ new WIB schedule. For more info contact Amanda at alesterhuis@fingerlakesworks.com .
4. **Dashboard report for October:** Unemployment rates for three of four counties were all down. By less than 1% except for Ontario which was higher by .2% (3.5) compared to August. 4- County average for October was the same as the month before with the 4-county average from same time last year was.9% higher than this year. Traffic for October was higher than same time last year by less than 30 continuing a 4 month trend of higher traffic than the same time last year. Wayne county is including: Summer Youth” participants in counts.
5. **BSR Report/Nov Snap Shot/Job Order** - Report is generated by the Consortium. Total of BSR activities recorded in OSOS for four county area was 755. Total businesses served in November was 111. Total registered 1416. Discussed need to follow up on suspended job orders and inactive businesses. Also discussed the pool of Dislocated Workers as the area’s pool of possible OJTs.
6. **Reverse Job Fair Update (Recruiting for Careers):** There have been 3 events focused on Information Technology, Healthcare and Advanced Manufacturing. Totals: 37 attended, 18 interviewed, 8 hired. More referrals would help with outcomes. Next event is tentatively scheduled for 2/20/2019 at Phelps Community Center.
7. **Job Fairs/ Open Recruitments-UPS @ Hopewell** on 12/17/18 10:00am-12:00noon. Hiring for Seasonal/Part-time.

Next Meeting-

Next meeting scheduled for February 15th 2019 - Geneva Career Center 9:00am. Geneva Career Center.