

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

FLWIB Offices, 41 Lewis Street, Geneva
Conference Room B
Wednesday, September 4, 2019 – 8:00am

ATTENDANCE:

Members: B. Doebelin, M. Manikowski, J. Mueller, R. Nye, L. Parish, R. Plympton, V. Ramos, M. Rusinko
Staff: J. May, D. Sowards, K. Springmeier, M. Woloson
Absent: D. Culeton

The meeting was called to order at 8:00 and the committee welcomed Dr. Vicky Ramos, Wayne Finger Lakes BOCES Superintendent, to the committee. A motion to approve the minutes from May 1, 2019 was made by Mr. Manikowski and seconded by Mr. Plympton. All in favor, motion carried.

Committee Reports:

Finance and Audit – Mr. Doebelin and Ms. Sowards – A preliminary meeting with Bonadio regarding the annual audit took place in June, and staff from Bonadio were back in August to gather required information. The final audit report will be presented to the Finance & Audit Committee in October, then to the full board in November. The reconciliation process is still underway, with the Financial Oversight and Technical Assistance (FOTA) Unit of NYS DOL now reviewing 2016 to current fiscal records. All past requirements will be met by October 1st and Ms. Springmeier will ask FOTA for a letter stating that all items addressed in original monitoring letter have been completed.

Governance and Membership – Mr. Manikowski and Ms. Springmeier – The board has seen transitions in membership with the following: Zachary Brooks from G.W. Lisk replacing Dave Phillips; Blair Morgan from del Lago Resort & Casino replacing Mark Juliano; Jona Wright from Garlock Sealing Technologies replacing Eric Biletsky; Kelly Davids from Newark Manor Nursing and Rehab filling the healthcare vacancy in Wayne County; Pete Bekisz from Keuka College replacing Kim Morgan; and Dr. Vicky Ramos from Wayne Finger Lakes BOCES replacing Scott Bischooping.

Marketing and Communications – Ms. Springmeier – The Marketing Committee met on August 29th and discussed changes to the website to make it more user friendly. Also discussed were the marketing initiative, “Finger Lakes Features” and the new online training program, “SkillUp Finger Lakes”. Ms. Culeton has agreed to continue as chair of the committee through the end of the program year.

Performance and Evaluation – Mr. Plympton – At the August 27th meeting, the committee reviewed the latest Dashboard report, Training Outcome Report for PY’18 and the WIOA Primary Indicators of Performance Report for PY’18. Mr. Woloson will be presenting the Primary Indicators of Performance Report as the success story at the September 18th board meeting.

Economic Development – Mr. Manikowski – The Economic Development Committee will meet again on September 13th, when a presentation will be given by Enterprise regarding ride sharing. Dr. Ramos and Mr. Manikowski believe that evidence shows that while millennials felt the need to leave their home areas, Generation Z members would like to stay in the areas in which they are familiar. More emphasis on quality of life will further encourage Gen Z’ers to stay in the area. Mr. Manikowski said that the 2020 Census will show population growth in the Finger Lakes area.

Youth Committee – Ms. Parish – At the July 10th meeting, the Youth Committee moved forward the revised Youth policies and heard a presentation by Jeremy Hughes of WFL BOCES, regarding the CDOS credential and other avenues to graduation. The committee will again meet on September 11th and discuss the difference between voting and nonvoting members of the committee and the need for more representation from the private sector.

Operator – The Genesee Finger Lakes Regional Planning Council has been chosen as the One-Stop Operator. The operator will be focusing more on the “big picture” things and will be meeting 4 times a year. Ms. Springmeier and Mr. Woloson will be meeting with county managers on a monthly basis.

Business Service Update – Mr. Woloson – Once the Customized Training Policy is approved by the board, business service representatives will hit the ground running. The SkillUp Finger Lakes program is also underway and registration is open to all residents of the 4 counties.

Health and Human Services Cluster – Mr. Woloson – The healthcare career day is scheduled for March 17th and sponsorships are being sought. The Geneva Rotary has already issued a \$1,000 grant for the event.

Director’s Report – Ms. Springmeier – Ms. Springmeier spoke of the successful completion of the FLWIB Strategic Plan and recommended that a new strategic plan be put into place with the help of the new executive director.

Ms. Springmeier noted that she has been busy with governance this summer, as well as the Opioid grant, SkillUp program and the dislocated worker grant. She also mentioned that Mr. Phillips wishes to step down as the FAME chair and asked for recommendations from the committee for a possible replacement.

Resolutions:

Resolution #01-19 Approval of Revised FLWIB Youth Policies

Resolution #02-19 Approval of the Finger Lakes Demand Occupation List

Resolution #03-19 Approval of Intensive and Training Providers and Programs

Resolution #04-19 Approval of the Customized Training Policy

Resolution #05-19 Approval to Accept Bid for One Stop Operator July 1, 2019 – June 30, 2020 with Option to Renew

A motion to approve resolution #01-19 through #05-19 as a block was made by Mr. Manikowski and seconded by Ms. Parish. All in favor, motion approved.

Next Executive Committee Meeting: Wednesday, November 6, 2019

Next Board Meeting: Wednesday, September 19, 2019, New York Kitchen

8-8:30 a.m. Networking Breakfast followed by the meeting at 8:30 – 10:00 a.m.

Presentation: Ms. Bethany Disanto, General Manager, New York Kitchen

Success Story: *Year End Performance*, Mr. Michael Woloson

A motion to adjourn the meeting was made by Mr. Manikowski and seconded by Mr. Mueller. All in favor, motion approved. Meeting was adjourned at 9:10 a.m.

Respectfully Submitted,
Jennifer May,
Executive Assistant