

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

FLWIB Offices, 41 Lewis Street, Geneva
Conference Room B
Wednesday, November 6, 2019 – 8:00am

ATTENDANCE:

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

Mr. Manikowski called the meeting to order at 8:00 a.m. and congratulated Ms. Springmeier for having received the Statewide Leadership Award at the NYATEP conference. Also, Mike Davis received the Business Leadership Award.

Committee Reports:

Finance and Audit – Mr. Doebelin – At the October 30th meeting, the committee was provided a draft of the independent audit by Mark Waterstram from The Bonadio Group, which showed no findings. As the full allocation of Adult funds have not yet been received, the committee recommends transferring \$50,000 from Dislocated Worker to Adult. Ms. Sowards stated the FLWIB will delay paying county vouchers and the counties have been notified of such. She will also tell the counties that Adult ITA and OJT obligations will not be accepted and approved until funding is secured. Ms. Springmeier mentioned the change in the Adult eligibility policy, which allowed for more job-seekers to be approved, as one of the reasons that funds have been spent faster than in previous years. She also stated that this is a great time to push the “SkillUp Finger Lakes” program.

Governance and Membership – Mr. Manikowski and Ms. Springmeier – The board is at full capacity and all sectors are represented.

Marketing and Communications – Ms. Culeton – At the October 9th meeting, the committee reviewed the Dashboard report and discussed working with FingerLakes1 regarding revamping the website to make it more mobile and user friendly. She also stated that the Annual Report will be available at the November 20th board meeting.

Performance and Evaluation – Mr. Plympton – On October 31st, the committee met and discussed the decreasing unemployment rate, career center traffic, “SkillUp Finger Lakes” and the new One Stop Operator. Mr. Plympton also shared that Dave Phillips will remain as FAME Chair for another year.

Economic Development – Mr. Manikowski – The committee listened to a presentation by Enterprise regarding ride-sharing and the benefits of their program to both employees and employers on September 13th. They will meet again on December 13th. Ms. Springmeier spoke of the great relationship between workforce development and economic development in the area and said that trend is now showing across the state.

Youth Committee – Ms. Springmeier – “Finger Lakes Works...with their hands” saw over 600 students, 110 volunteers and 100 chaperones and received great reviews from all involved. A video of the event is available on YouTube and fingerlakesworks.com.

ACTION ITEM: FLWIB video to be played at November 20th board meeting.

Ms. Springmeier shared that the Finance and Audit committee again discussed that all youth events need to be self-sustaining; sponsorships should be updated to cover the entire cost of the event.

Health and Human Services Cluster – Ms. Springmeier – 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 shared that Mike Davis was nominated for the Business Leadership Award by herself and Mr. Manikowski. The FLWIB has receiving a lot of good publicity from the awards. Ms. Springmeier is working with Debbie Sowards concerning the current funding situation and the reconciliation project is ongoing. She also reported that the FAME presentation at the NYATEP conference was well received and a search committee for the next Executive Director has been convened.

Resolutions:

Resolution #06-19 Acceptance of Audit for Program Year July 1, 2018 – June 30, 2019

Resolution #07-19 Formal Approval of WIOA Title 1 Adult and Dislocated Worker Transfer Request

A motion to approve Resolution #06-19 was made by Ms. Culeton and seconded by Mr. Doebelin. All in favor, motion carried.

A motion to approve Resolution #07-19 was made by Dr. Nye and seconded by Mr. Plympton. All in favor, motion carried.

As none of the counties who had previously requested funds for In-School Youth returned contracts, there was no vote to approve contracts. This committee approved the release of a new Request for Proposal for In-School Youth so the funds can be obligated through June 30, 2019.

No other business was noted at this meeting.

Next Executive Committee Meeting: Wednesday, January 8, 2020

**Next Board Meeting: Wednesday, November 20, 2019, Ramada Geneva Lakefront
8-8:30 a.m. Networking Breakfast followed by the meeting at 8:30 – 10:00 a.m.**

Presentation: Independent Audit Program Year 2018 – Mark Waterstram, The Bonadio Group
Success Story: SkillUp Finger Lakes, Michael Woloson

A motion to adjourn the meeting was made by Mr. Doeblin and seconded by Mr. Plympton. All in favor, motion approved. Meeting was adjourned at 8:40 a.m.

Respectfully Submitted,
Jennifer May,
Executive Assistant