



Training Team Meeting Minutes

09/6/2019

9:00am-Finger Lakes Works Geneva Career Center

Present: C. Eirmann, L. Haust, J. Lopez, L. Principio J. Weise, M. Woloson

Phone: S. Sigel, J. Smith, J. Murphy, L. Johnson, J. Vrabel

1. **08/09/2019 Minutes** –Motion to approve- L. Principio, Motion 2nd by J. Weise -Approved unanimously.
2. **Dashboard** Reviewed July dashboard with data shoeing for the 1st month of new program year. Four county average for July was the same a July of previous year-3.5%. Front door traffic was down by 136 customers compared to July of py-18. About 150 more customers used self-services compared to same time last year. OJTs were about the same with 4 fewer ITA's.
3. **Monitoring corrections**-Discussed recent NYSDOL program monitoring. Counselors will receive list of corrections and are asked that they make corrections w/in a week of receipt. One area discusses was the monitor's use of the Enrollment Snap-Shot to check initial documentation of demographics and other personal information. Group needs to document information gained from ES-100, Supplemental Questionnaire into OSOS before documenting 1st service. An assessment for supportive services needs to be documented in OSOS and IEP as well. Staff were reminded that follow up services need to be offered for 12 months after last service. Trade Act Benchmark procedures were discussed as well. Group was asked to send other questions to M. Woloson regarding corrections.
4. **Performance Indicators**-Reviewed 3rd quarter performance indicators. Most were over 100% of goal with credential attainment for Adult and Dislocated Worker below 50%. NYSDOL is collecting base line data on this goal. below 50%
5. **Training Outcomes Report**- Group reviewed Year-end report for training outcomes. Healthcare Success rates was 79% while manufacturing was 90%. Total success rate for the year was 83%.
6. **Trade Act Update**: No call this month. Next call 9/11/2019
7. **Career Navigator** –
November...Yates County—11/18-22
December...Seneca County 12/2-6
February Wayne County 2/10-14
April....Ontario 4/6-10
June...Yates (TBD)



8. **Opioid Grant / TET/Skill Up-** Jeff Weise reported out on work done to narrow the scope of SKILL UP soft Skill Badge. Asked group for input regarding specific units of learning. Once completed FLWIB will send it out to employers for validation. The aim is to give job-seekers a choice of learning methods for soft-skill development that includes both the PSS work Shops and on-line training. Press release has been sent out to media. Jeff will be presenting at Geneva NYSDOL staff meeting to talk about program , OJTs and ITAs.

Next Meeting October 4th, 2019., 9:00am at Geneva Career Center. Submitted by: M. Woloson