



Training Team Meeting Minutes

Friday October 11th, 2019

1:30pm-Finger Lakes Works Geneva Career Center

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

Phone: J. Hale, L. Johnson, L. Principio, D. Tam

1. **09/06/2019 Minutes** –Motion to approve- J. Lopez Motion 2nd by L. Haust -Approved unanimously.
2. **Dashboard** Reviewed Aug dashboard with data showing for the 2nd month of new program year. Four county average for Aug. was a tenth of a percent lower than Aug. of previous year- 3.5%. Front door traffic was down by 700 customers compared to August of py-18. Seneca Career Center and Lyons Career center saw 693 fewer customers (collectively) in August this year compared with August of last year. All categories of services saw increase over the same time as last year.
3. **Trade Act Update TAA Coordinator's call summary from Wednesday, 9/11/19:**
 - Updates: Petitions that were initiated from 6/12/19-9/10/19: 95014- Delphi Technologies (West Henrietta, NY which was certified on 9/8/19); 95047-Atos IT Solutions and Services at Xerox (Webster, NY) .
 - Petition Determinations: 94348-Carestream Health (Rochester, NY) certified on 6/25/19; 94835-Citizens Telecom Services (Rochester, NY) certified on 7/5/19.
 - TAA OSOS Data Entry Webinars- <https://dews.webex.com>.
 - TAA Fiscal: FY 17 TAA funds ended 9/30. If you had FY17 funds that you would not be able to FY 18 funds.
4. **Updated Jump Start Workshop review.** Group discussed updates in PowerPoint that includes higher level of training information. It was noted that the purpose of the workshop is to inform/remind job-seekers about all the options available at the career-center including resource rooms w/ computers, workshops, online assessments and training programs. It was also mentioned that the updated presentation focused more on training options than the previous presentation. Concerns were raised about whether or not current staff presenting would be able to present new information due to job description given that focus of presentation is closer to career exploration/counseling than general information regarding services offered. One of the reasons for the update, along with the fact it had been about 5 years since career centers were offering the workshop, was to get more people referred to training programs. The idea is that if people received more information about training process, more customers would be more interested in upgrading skills through training. It was decided to incorporate feedback into new presentation and continue to discuss at next manager's meeting.
5. **Opioid Grant/TET** Second Peer certification training has been completed for a total of 5 trainees' complete training. Two have been hired by FLACRA. Other organizations are being contacted to facilitate placement.



6. **Other Business:** Question was asked regarding the process of documenting changes in Comprehensive Assessment when changes occur without jeopardizing data shown in the Enrollment Snap-Shot. It was suggested that when making those changes one should always make a note in comment section. NYSDOL field rep will be asked to clarify process.
Geneva Job Fair Oct 17th

7. **Geneva Career Center Job Fair October 17th.** Goes 1pm-3pm
8. 13 employers to date.
Next Meeting November 1,th 2019., 9:00am at Geneva Career Center. Submitted by: M. Woloson