

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

via Zoom

Wednesday, September 2, 2020 – 8:30am

ATTENDANCE:

Members: D. Culeton, B. Doebelin, M. Manikowski, R. Nye, L. Parish, R. Plympton, M. Rusinko, V. Ramos

Staff: J. May, D. Sowards, K. Springmeier, M. Woloson

Absent: L. Freid

A motion to approve the minutes from June 3, 2020 was made by Mr. Rusinko and seconded by Dr. Ramos. All in favor, motion carried.

Committee Reports:

Finance & Audit Committee – Mr. Doebelin shared that at the June 24th meeting, the committee reviewed year end numbers. Ms. Springmeier stated that a waiver releasing the FLWIB from the 80% spending requirement for DW funds has been approved by the state. She also reported that Ms. Sowards has been working on carryover from PY'19, monitoring contractors and preparing for auditors to return at the end of September. The committee will meet again on September 30th.

Governance & Membership Committee – Mr. Manikowski stated that the board is in good shape with officers and members and Ms. Springmeier mentioned the board vacancy for Seneca County and that Ms. Parish has been in contact with New York Chiropractic College for representation on the board.

Marketing & Communications Committee – Ms. Culeton reported that the committee met on July 29th and discussed the Business Survey which was sent to employers impacted by COVID-19, website analytics, progress of the annual report and SkillUp.

Performance & Evaluation Committee – The committee met on August 25th and reviewed training provider outcomes and approved the training provider resolution which is before this committee. Ms. Springmeier stated that the committee also reviewed the Purpose Statement and career center operations and re-opening plans.

FAME – Mr. Plympton mentioned the committee formed by NYATEP which will address how to get people back to work; Ale Mendoza of Optimax has joined the committee.

Economic Development Committee – Mr. Manikowski stated that the committee will meet on September 11th and discuss what economic developers in the region are doing to help job seekers.

Youth Committee – The Youth Committee last met in May and discussed challenges with working with youth in the time of COVID-19. The next meeting has been delayed until November, prior to the board meeting.

Business Services Update – Mr. Woloson shared that 12 OJTs were completed in PY'19 versus 13 OJTs in PY'18. He also mentioned that the first customized training has been approved. The Veterans' Outreach Committee will meet on September 24th.

Director's Report– Ms. Springmeier shared that she has completed annual reviews with staff and is reviewing responsibilities of all staff members. She also stated that staff did a great job working remotely and remote work is now an option to staff on an as needed basis.

Resolutions:

Resolution #01-20	Approval of Revised FLWIB Youth Supportive Services Policy
Resolution #02-20	Approval of Intensive and Training Providers and Programs
Resolution #03-20	Authorization to Extend Contract with FLACRA
Resolution #04-20	Approval to Increase Funding Cap for CDL Training

A motion to approve Resolutions 01-20, 02-20, 03-20 and 04-20 as a block was made by Ms. Parish and seconded by Dr. Nye. All in favor, motion carried.

Other Business:

The Executive Director Search Committee has reconvened, as Ms. Springmeier will be retiring on February 1, 2021.

Next Executive Committee Meeting: Wednesday, November 4, 2020, 8:30 a.m., via Zoom

Next Board Meeting: Wednesday, September 16, 2020, via Zoom, 8:30 – 9:30 a.m.

Success Story: *OJT Program*, Amit Gupta, President, MONAG International, Inc.
Presentation: *Educational Challenges Due to COVID-19*, Dr. Robert Nye, Finger Lakes Community College and Dr. Vicky Ramos,
Wayne-Finger Lakes BOCES

**A motion to adjourn the meeting was made by Mr. Rusinko and seconded by Ms. Culeton. All in favor, motion approved.
The meeting was adjourned at 9:20 a.m.**

Respectfully Submitted,
Jennifer May,
Executive Assistant