

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

via Zoom

Wednesday, November 4, 2020 – 8:00am

ATTENDANCE:

Members: D. Culeton, B. Doebelin, L. Freid (8:00 a.m. – 8:30 a.m.), M. Manikowski, R. Nye, L. Parish, R. Plympton, V. Ramos

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

Absent: M. Rusinko

A motion to approve the minutes from September 2, 2020 was made by Mr. Manikowski and seconded by Ms. Parish. All in favor, motion carried.

Committee Reports:

Finance & Audit Committee – Mr. Doebelin shared that the committee continues to monitor the monthly reports of county expenditures and current obligations. At the October 28th meeting, Mark Waterstram, of The Bonadio Group, presented a draft audit and the committee recommended it for approval at the November Board meeting.

Governance & Membership Committee – Mr. Manikowski and Ms. Springmeier stated that there are currently two vacancies on the Board – for Seneca and Wayne counties. Ms. Springmeier is planning to meet with Rochester Regional regarding a Wayne County healthcare representative and will potentially be reaching out to Bonadent about Board membership. Additionally, Ms. Springmeier shared that Stan Knecht is changing positions at ITT/Goulds and will be stepping down from the Board; he has made a recommendation for his replacement.

Marketing & Communications Committee – Ms. Culeton reported that the committee met on October 29th and they were joined by Zachary Case, Marketing Coordinator for Generations Bank. Mr. Case shared insights into the WIB Facebook page and offered suggestions to attract more visitors to the page. Also reviewed during the meeting were website analytics, On-the-Job training outcomes, and most recent Skill Up Finger Lakes numbers. The committee discussed ways to market the On-the-Job training program, as well as the implementation of a regional job quality award.

Performance & Evaluation Committee – Ms. Freid shared that the committee met on October 27th and reviewed the updated Dashboard report, On-the-Job training outcomes, Primary Indicators of Performance and the latest Skill Up numbers. The committee also recommended approval of the training providers to be presented at the full Board meeting.

FAME – Mr. Plympton shared Optimax participated in a successful virtual event hosted by the New York Manufacturing Extension Partnership for NYS Manufacturing Day, on October 16th. He would like to see if it would be feasible to have a similar event on a regional scale. Additionally, FAME's Image Committee is collecting video from manufacturers of tours of facilities and descriptions of their companies to curate a video library. Donations to the FAME scholarship are being sought from companies and past scholarship recipients.

Economic Development Committee – Mr. Manikowski stated that the committee met on September 11th and discussed the economic impact of COVID-19 and the Henkel expansion. Also discussed during the meeting was the worry of another shutdown due to COVID-19 by small retailers and the hospitality sector, which were both heavily impacted by the previous shutdown. The committee will meet again on December 11th.

Youth Committee – The Youth Committee will meet on November 12th and discuss the recent COVID-19 surges and how it is affecting local school districts. Ms. Parish also informed the committee that the recent Childcare Resources webinar hosted by the WIB was a well-attended success and the recording is available on the WIB YouTube channel.

New Business/Consent Agenda:

Resolutions:

Resolution #05-20 Acceptance of Audit for PY'19

Resolution #06-20 Authorization for Lease Renewal with Geneva Housing Authority

Resolution #07-20 Approval of Intensive and Training Providers and Programs

A motion to approve Resolution 05-20 was made by Ms. Parish and seconded by Ms. Freid. All in favor, motion approved.

A motion to approve Resolution 06-20 was made by Ms. Culeton and seconded by Ms. Parish. Mr. Doebelin abstained from voting. All in favor, motion approved.

A motion to approve Resolution 07-20 was made by Mr. Manikowski and seconded by Ms. Freid. All in favor, motion approved.

Committee Reports, continued:

Business Services Update – Mr. Woloson provided On-the-Job training outcomes, which showed an overall success rate of 84%. He also stated that plans are in place for an employer panel and an introductory video regarding Veterans' services for Veterans' Month.

Director's Report– Ms. Springmeier shared that she is working on a H1B Grant with the three community colleges and the three Workforce Boards. If successful, the grant vocational training opportunities for participants in the Advanced Manufacturing and Information Technology sectors. Monroe Community College is the lead and we have demonstrated success in the regions with three previous USDOL grants. Ms. Springmeier also reported that Jeff Weise, Special Workforce Advisor for the WIB, has taken a position with Finger Lakes Area Counseling and Recovery and will be leaving the WIB on November 27th.

Other Business:

Dr. Ramos reported that the Wayne-Finger Lakes BOCES districts are doing well and the number of student cases is not high. They are, however, having an issue with adult staff members coming into contact with COVID-19 and being required to quarantine. Additionally, Dr. Ramos shared that Wayne-Finger Lakes BOCES has received a three year grant from the Department of Justice, to support mental health initiatives for students.

Dr. Nye stated that Finger Lakes Community College is reducing the footprint on campuses and are testing all those who visit the campus right after Thanksgiving Holiday and before the end of the semester. Over 2,000 pooled tests have been completed over the last couple of months and only three students have tested positive. Overall, the college has had eight total positive cases. The college is preparing for a surge in cases over the late fall and winter, as well as the fall out and emotional impact of the Presidential election.

Next Executive Committee Meeting: Wednesday, January 6, 2021, 8:30 a.m., via Zoom

Next Board Meeting: Wednesday, November 18, 2020, via Zoom, 8:30 – 9:30 a.m.

Presentation: *Independent Audit*, Mark Waterstram, The Bonadio Group

Presentation: *COVID-19 from Union Perspective*, Mike Davis, IBEW Local 840 and Maria Fisher, Public Employees Federation

A motion to enter into executive session was made by Dr. Nye and seconded by Ms. Parish. All in favor, motion carried. Executive session began at 8:44

A motion to adjourn executive session was made by Dr. Nye and seconded by Mr. Doebelin. All in favor, motion carried. Executive session was adjourned at 8:58 a.m.

A motion to move forward with compensation increase for the Executive Director effective January 1, 2021 was made by Mr. Manikowski and seconded by Dr. Ramos. All in favor, motion carried.

A motion to adjourn the meeting was made by Ms. Parish and seconded by Mr. Plympton. All in favor, motion carried. The meeting was adjourned at 9:02 a.m.

Respectfully Submitted,
Jennifer May,
Executive Assistant