

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

via Zoom

Wednesday, January 13, 2021 – 8:00am

ATTENDANCE:

Members: B. Doebelin, R. Nye, L. Parish, R. Plympton, V. Ramos

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

Absent: M. Manikowski, M. Rusinko

A motion to approve the minutes from November 4, 2020 was made by Dr. Ramos and seconded by Ms. Parish. All in favor, motion carried.

New Business/Consent Agenda:

Resolution 08-20 Amendment of FLWIB PY'20 Budget

Resolution 09-20 Finger Lakes MOU

A motion to approve Resolution 08-20 was made by Mr. Doebelin and seconded by Dr. Nye. All in favor, motion carried.

A motion to approve Resolution 09-20 was made by Ms. Parish and seconded by Mr. Plympton. Dr. Ramos, Dr. Nye and Mr. Doebelin abstained from voting. All in favor, motion carried.

A motion to remove Ms. Springmeier's name from the signatory cards for the Finger Lakes Workforce Investment Board's accounts with Five Star Bank, and add Ms. Freid's name to the signatory cards, effective February 1, 2021 was made by Dr. Nye and seconded by Dr. Ramos. All in favor, motion carried.

Committee Reports:

Finance & Audit Committee – Mr. Doebelin shared that at the December 30th meeting, the committee reviewed the proposed budget modification, fiscal and training reports, as well as the committee responsibilities. The next meeting is scheduled for January 27th.

Governance & Membership Committee – Ms. Springmeier stated that there are currently two board vacancies in Seneca County and she has reached out to Lina Brennan for a healthcare representative suggestion and to Mitch Rowe. Ms. Morgan has left her position at del Lago Resort & Casino and her position on the board, but has recommended her replacement. In Ontario County, a vacancy exists now that Ms. Culeton has retired and Ms. Springmeier has solicited the help of Ms. Culeton and Mr. Manikowski for help in finding a replacement. There are also two union representative vacancies, as Ms. Freid has left the board to fill the FLWIB Executive Director position and Ms. Fisher has also left the board. Ms. Fisher suggested a replacement, but this person was not approved by one of the four counties and was not named to the board. Ms. Springmeier also shared that she has been working on revision to the by-laws and responsibilities for each committee.

Marketing & Communications Committee – Ms. Springmeier reported that at the December 16th meeting, the committee reviewed the OJT brochures that are currently being used and discussed better ways to market the program, such as updating OJT testimonials from businesses. The committee also reviewed the committee Purpose Statement and approved revisions, discussed the success of recent virtual workshops and were presented with updated social media analytics. Ms. Springmeier also shared that she and Mr. Plympton have met with the National Women's Hall of Fame (NWHF) regarding a partnership between the two agencies. The NWHF is also going through a transition in leadership and Mr. Plympton will contact them again once they have a new director in place. A chair is needed for this committee.

Performance & Evaluation Committee – Ms. Freid stated that at the January 5th meeting, she briefly shared information on new online training platforms, Coursera, Future Skills Exchange and Credential Engine. She will forward more detailed information to the committee. Ms. Springmeier reminded this committee that a new chair for the Performance and Evaluation Committee now that Ms. Freid has been chose to Executive Director of the FLWIB.

FAME – Mr. Plympton shared FAME is currently considering a virtual format for the next annual event and that G.W. Lisk and Optimax have partnered with Flint BOCES on a microscope project, which is allowing the students to make the microscopes. Mr. Plympton also informed the committee that BOCES tech centers are creating virtual tours of local manufacturers. Additionally, the FAME scholarship account did well in 2020 and the balance is now over \$60,000, thanks in part to recent donations by Sam Samanta, Advanced Atomization Technology and Parlec.

ACTION ITEM: Ms. Springmeier to be removed from scholarship account and Ms. Freid to be added.

Economic Development Committee – Mr. Woloson stated that at the December 18th, the committee heard a presentation about remote, independent workers and their impact on the region by Peter Fairweather of Fairweather Consulting. The next meeting is scheduled for March 12th.

Committee Reports, continued:

Youth Committee – Ms. Parish reported that the committee received a great presentation at the November 12th meeting by Jay Roscup, of the Wayne County Consortium of Schools. The committee also discussed the challenges faced by educators and students due to online learning and school closures.

Business Services Update – Mr. Woloson reported that there were 17 OJTs by the end of December, which is higher than the same time in PY'19. There are also a couple of Customized Trainings. There are three virtual events scheduled for January: LinkedIn 101 workshop on the 14th, Employer Panel for Veterans and families on the 21st and a job fair with ABX on the 28th.

Director's Report– Ms. Springmeier shared that she has been busy with the Executive Director transition. She also stated that she has been focusing on governance and that Ms. Freid has jumped right in to learn the process. She referred to her transition as “bittersweet” and stated that she will continue to help Ms. Freid in her new role.

Ms. Freid thanked the Search Committee for their wisdom in allowing a period of time for her and Ms. Springmeier to work together.

Other Business:

No other business was noted at this meeting.

Next Executive Committee Meeting: Wednesday, March 10, 2021, 8:30 a.m., via Zoom

Next Board Meeting: Wednesday, January 20, 2021, via Zoom, 8:30 – 10:00 a.m.

Presentation: *New York State and Federal Update – A New Way Forward*, Melinda Mack, Executive Director,
New York Association of Employment & Training Professionals (NYATEP)

A motion to adjourn the meeting was made by Ms. Parish and seconded by Mr. Doeblin. All in favor, motion carried. The meeting was adjourned at 8:44 a.m.

Respectfully Submitted,
Jennifer May,
Executive Assistant