

FINGER LAKES WORKFORCE INVESTMENT BOARD PERFORMANCE & EVALUATION COMMITTEE MINUTES

Tuesday, February 23, 2021, 8:30 am
via Zoom

Attendance: Kathy Baker, Tom Facer, Michelle Jungermann, Julia Murphy, Rick Plympton, Mike Rusinko, Karen Tyler

Staff: Lynn Freid, Jennifer May, Mike Woloson

Absent: John Mueller

A motion to approve the minutes from January 5, 2021 was made by Mr. Plympton and seconded by Mr. Rusinko. All in favor, motion carried.

Purpose Statement

The committee reviewed the revised Purpose Statement, which is attached to this document.

Dashboard

Mr. Woloson reviewed the unemployment rates for December and compared them to those from December. In December, the Finger Lakes unemployment rate increased from 4.6% in November to 5.4%. New York State saw an average of 8.1% unemployed and the U.S. 6.5%. Front door traffic decreased in December, to 1,363: 289 in actual front door traffic and 1,074 remote contacts. Mr. Woloson has been unable to access the management report to get up to date numbers, but as of November, there were 37 customers in an ITA and 17 in an OJT. Additionally, website traffic to the career center sites and the WIB site fell from 2,650 to 2,470 users. Ms. May shared that the WIB website is doing extremely well and the most visited posts are those regarding county job leads and individual job postings.

On-the-Job Training Outcomes Report

Mr. Woloson reviewed the OJT training outcomes for the period July 1, 2020 – December 31, 2020. In the first half of PY'20, 12 customers utilized an OJT, mostly in the manufacturing sector. There was one OJT in child care. The average cost of the trainings was \$3,944.66. Of the 12, 9 customers completed training and were hired by the companies, a 75% success rate.

ACTION ITEM: Ms. May to send an up to date PY'20 obligations report to committee members that gives an overview of available funds.

SkillUp Finger Lakes/Coursera/Future Skills Exchange Platform

Mr. Woloson reported that there were 17 new registrations for SkillUp in January and a total of 100 completions, all in SkillSoft. He and Ms. Freid also shared information with the committee regarding Coursera and Future Skills Exchange. Coursera is offered by NYSDOL for unemployed dislocated workers and each career center has at least one staff member registered as an administrator and is receiving training in the program. Future Skills Exchange is offered by WDI, who has partnered with Coursera and Credential Engine. Credential Engine has over 90,000 training offerings and has hands on training opportunities. Future Skills Exchange is offered to unemployed and incumbent workers and is free for eligible trainees.

Memorandum of Understanding (MOU)

The MOU is currently being drafted, and once completed, will be sent to NYSDOL for approval. All required partners, who met with FLWIB staff on February 16th for a question and answer session, will be able to sign the document electronically, using DocuSign.

Work Try-Out

The Work Try-Out program is allowable through WIOA and lets trainees work for a company for 2-3 weeks before trainee and employer decide if position is a good fit. For the FLWIB to make use of the program, a Request for Proposal for a third party to oversee the program and payroll must be completed.

Cluster Update

FAME - Mr. Plympton shared that FAME's Pipeline Committee has re-engaged in a virtual format with new co-Chairs Danielle Phillips (Advanced Atomization Tech) and Jeannie Brockmyre (Absolute Precision). The February meeting featured guest speakers on the topics of Apprenticeship (guest presenters from Littler Mendelson PC), and also reviewed a Feb 3rd roundtable discussion about hiring minors in the manufacturing workplace with Senator Pamela Helming (NY Senate District 54) and Assemblyman Brian Manktelow (NYS Assembly District 130), with a staffer. Additionally, Mr. Plympton stated that inquires for Summer 2021 internships are coming in, but it's unsure how many members will be taking on interns this summer. The FAME annual event is still on hold, but hoping for an October 2021 in-person event at

Monroe Community College, to coincide with NYS Manufacturing Month. Lastly, the FAME Student Scholarship application period is now open, February 26th – May 2nd.

Ms. Freid questioned if “Finger Lakes Works... *with their hands!*” should be held in the fall as usual, and if it should be in-person or virtual. More will be known as we reach herd immunity.

The Governance Committee will meet next week to discuss membership.

The next Board meeting is scheduled for March 17th, 8:30 a.m., via Zoom.

Other Business:

A chair for this committee is needed. The P&E Chairperson is responsible for facilitating and calling the meeting to order and approving draft committee meeting minutes, prior to the draft going before the committee for approval. The Chairperson represents the committee at meetings of the Executive Committee, which has held on the Wednesday immediately preceding board meetings. Also, the Chairperson provides the committee update at board meetings.

Business Service Representatives (OJT)

Ontario County – Mike Sykes, Michael.Sykes@dfa.state.ny.us; Kathy Bailey, Kathleen.Bailey@dfa.state.ny.us

Seneca County – John Vrabel, jvrabel@co.seneca.ny.us

Wayne County – John Celso, JCelso@co.wayne.ny.us

Yates County – Lisa Principio, Lisa.Principio@dfa.state.ny.us

Next Meeting: Tuesday, April 27, 2021 8:30 a.m., via Zoom.

The meeting was unanimously adjourned at 9:38 a.m.

Submitted By: Jennifer May

Performance, Evaluation and Accountability Committee Purpose Statement

The purpose of this committee is to increase accountability by assuring that education and workforce development activities in the region are effective and relevant to current and future needs of employers and to assure that all targeted populations are being served. This committee shall consist of five (5) to seven (7) members.

The responsibilities of this committee shall be:

- 1) Recommend One Stop Operator to the Board for approval.
- 2) Career Center Oversight
 - a. Develop chartering criteria for Finger Lakes Works Career Center Certification and participate in chartering process.
 - b. Develop performance criteria for Career Centers.
 - c. Develop an integrated reporting system for all contractors and Career Centers such as but not limited to the Dashboard and training outcome reports.
 - d. Assure all target population including but not limited to veterans, individuals with disabilities, disadvantaged adults and dislocated workers are getting the services they need from the Career Centers. (Quarterly meetings of the Individuals with Disabilities Committee will resume).
 - e. Review performance measures and customer service indicators to assure meeting expectations.
- 3) Approval of training providers and curriculum.
- 4) May develop additional standards required of all contractors.
- 5) Develop work plans biannually to achieve Board assigned goals and measures.
- 6) Report to the Board periodically on progress of work plans.



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Leader in Collaborative Workforce Solutions

BRAND PERSONALITY

Responsive Innovative Strategic
Resourceful Passionate

BRAND PROMISE

Only FLWIB, Inc. convenes a unique table of stakeholders to identify workforce needs, share intelligence and respond with innovative approaches to improve the economic well-being of the community.
