

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

via Zoom

Wednesday, November 2, 2022 - 3:00 pm

**ATTENDANCE:**

**Members:** J. DeVault, B. Doebelin, B. Coyne, R. Nye, L. Parish, R. Plympton

**Staff:** L. Freid, J. May, M. Woloson

**Absent:** K. Baker, P. Bekisz, R. Nye, V. Ramos

**A motion to approve the minutes from September 6, 2022 was made by Mr. Plympton and seconded by Mr. Doebelin All in favor, motion carried.**

**Committee Reports:**

**Finance & Audit Committee** - Mr. Doebelin reported that the committee met on October 26<sup>th</sup>. The committee discussed the delay for the PY'21 Independent Audit due to the multiple audits being performed by the NYS DoL. The PY'21 audit presentation will be provided to the committee and board in January. The committee also reviewed WIB expenses, current obligation requirements and contractor expenses, as well as the Vendor History report for the first quarter of PY'22.

**Governance & Membership Committee** - Ms. Freid stated that the board is at full membership. The committee will meet in March 2023.

**Outreach & Communications Committee** - Ms. May shared recent analytics from Finger Lakes Hires: Have You Heard, which showed strong reach and engagement across social media platforms. Ms. Freid added that partners and board members have been sharing their happenings/job openings with the WIB and those items are being shared across all platforms.

**Performance & Evaluation Committee** - Mr. Woloson informed the group that the committee met on October 31<sup>st</sup> and offered and approved updates to the Finger Lakes Demand Occupation List, as well as the On-the-Job Training Policy. Also discussed and approved was raising the wage of self-sufficiency from \$25.00 per hour to \$27.50 per hour and additional training providers and programs.

**FAME** - Mr. Plympton and Ms. Freid appeared on the Inside the FLX podcast with Ted Baker on September 13<sup>th</sup> and discussed the need for more people in advanced manufacturing and the efforts made by FAME. The 2022 Annual Event was held on October 27<sup>th</sup> at FLCC, Victor Campus; Kelly Walsh, keynote speaker from NIST, provided an overview of the Federal Job Quality Toolkit. Dave Phillips has stepped down and Mr. Plympton is now serving as interim chair.

**Economic Development Committee** - The committee met on October 21<sup>st</sup> and Laura Fox-O'Sullivan, from Empire State Development Corp, joined the group to discuss funding availability. The committee will meet again in January. Julie Maslyn is now serving as committee chair.

**Youth Committee** - Ms. Parish reported that the committee met on September 14<sup>th</sup> and discussed the 14 elements of the WIOA Youth contract and the part-time FLWIB Youth Coordinator position, which has since been filled by LaToya Collins.

**Business Services Update, IWD Committee and Veterans' Committee** - Mr. Woloson shared that Business Services has been busy assisting with updates to the policies which are before this committee. The Veterans Committee met on October 13<sup>th</sup> and talked about Veterans Day activities and better utilizing the Veterans page of [www.fingerlakesworks.com](http://www.fingerlakesworks.com). David Kelley of Wayne ARC has filled the Disability Resource Coordinator position and will be reporting to the board on November 16<sup>th</sup>.

**Director's Report** - Ms. Freid reported that the Finger Lakes Regional Economic Development Council is coming to the end of the work with the subcommittees and the report is coming together and should be out towards the end of November. Ms. Freid also mentioned the work being done in the FLWIB committees regarding the WIOA Contract 11 elements of Basic Services, which started in Finance & Audit with questions being asked to better understand the delivery of services. A new report with a breakdown of the 11 elements and how the counties are providing those services will be shared. That same report will be shared with Career Center managers, Business Service Representatives, and the Training Team.

**New Business/Consent Agenda:**

Resolution 06-22	Approval of the Finger Lakes Demand Occupation List
Resolution 07-22	Approval of Revised On-the-Job Training Policy
Resolution 08-22	Approval of Revised Self-Sufficiency Standard Policy

Resolution 09-22      Approval of Intensive and Training Providers and Programs

**A motion to approve resolutions 06-22 through 09-22 was made by Mr. Doeblin and seconded by Mr. Plympton. All in favor, motion carried.**

**Next Board Meeting: Wednesday, November 16, 2022, del Lago Resort & Casino, Waterloo**

Presentation: New Cannabis Laws and Updates, Cecilia Walsh, New York State Department of Labor,  
Cannabis Unit

**December/January Meeting Dates**

- a. Finance & Audit Committee - Wednesday, December 7, 2022, 9:00 a.m., *via Zoom*
- b. Executive Committee - Wednesday, January 4, 2023, 3:00 p.m., *via Zoom*
- c. Board - Wednesday, January 18, 2023, 8:30 a.m., *location TBD*

**A motion to adjourn was made by Mr. Coyne and seconded by Mr. Plympton. All in favor, motion carried.**

**The meeting was adjourned at 3:38 p.m.**

Respectfully Submitted, Jen May