

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

via Zoom

Wednesday, May 3, 2023 – 8:30 a.m.

ATTENDANCE:

Members: P. Bekisz, B. Coyne, J. DeVault, B. Doebelin, J. Maslyn, L. Parish, B. Pealer, R. Plympton, V. Ramos

Absent: K. Baker, R. Nye

Staff: D. Badger, L. Freid, J. May, M. Woloson

Recording of the meeting from March 1, 2023 was unintelligible due to technical issues and minutes from the meeting are not available.

Committee Reports:

Finance & Audit Committee – Mr. Doebelin reported that the committee met on April 26th and reviewed admin expenses through the third quarter of the fiscal year and the contractors report. The committee also discussed and approved the resolutions that are before this committee. Ms. DeVault thanked Mr. Doebelin for his leadership of the Finance & Audit Committee for the last several years.

Performance & Evaluation Committee – Mr. Woloson informed the group that the committee met on April 25th and reviewed and discussed unemployment rates and the WIOA 11 Basic Elements report, as well as approved the policy resolutions before this committee.

Outreach & Communications Committee – Ms. Freid shared that the committee met on April 26th and reviewed current analytics for www.fingerlakesworks.com and multiple social media platforms. Ms. Freid remarked that the main are more website visitors, more traffic from social media channels and more engagement on the various platforms. Notably, the Casella scholarship post shared via Finger Lakes Hires has been shared over 50 times on Facebook and reached almost 5,000 people.

Economic Development Committee – Ms. Maslyn reported that the committee met on March 17th and members were joined by Tim Pezzelesi of NYS Department of Ag and Markets who gave an overview of Taste NY, which highlights the quality, diversity and economic impact of food and beverages grown, processed and produced in NYS.

Youth Committee – Ms. Parish shared the committee last met on March 8th and discussed the 14 elements of the WIOA Youth contract, the Youth RFP process and career exploration events. The larger “Finger Lakes Works...with their hands!” event will not be held this year, but events for healthcare and food/ag are being planned. Ms. Badger mentioned her appreciation to the Youth RFP Evaluation team, whose recommendations are before this committee in Resolution 30-22.

Governance & Membership Committee – Ms. Freid stated the committee met on March 13th and approved the PY’23 Slate of Officers, before this committee as Resolution 26-22.

Business Services Update, Disability Resource and Veterans’ Committee – Mr. Woloson shared that Business Services met on April 13th and multiple job fairs are being planned, two of which are the Ontario County WFD and Wood Library job fair on May 4th, and the Geneva Mini job fair on May 11th. The Disability Resource group met on April 5th and received an update from the DRC David Kelley, who is close to finishing his benefits advisement training and will be able to meet with customers one on one once complete. The Veterans’ Committee will meet on June 8th.

FAME – Mr. Plympton shared that the Finger Lakes Advanced Manufacturing Enterprise has met with several key stakeholders over the last several months and made the difficult decision to sunset efforts. The FLACE (replace with words) endowed account has been transferred to the FLCC Foundation, which will distribute scholarship funds annually going forward.

Director’s Report – Ms. Freid stated that the NYS budget has been approved and FLWIB was notified of final allocations on March 2nd. The resolutions before this committee have projected numbers which have not been updated since receiving allocation amounts but will be updated prior to the May 17th Board meeting. An overall increase of 8% is allocated for PY’23, with some programs having an increase while others decreased. Ms. Freid also shared that Ms. Parish will be stepping down from her position on the Board and this will be her last Executive and Board meeting. Ms. Freid thanked Ms. Parish for her service, dedication and time. Likewise, Mr. Doebelin is stepping down as Treasurer and Chair of Finance & Audit but will remain on the Board. Ms. Freid added that both have been incredibly instrumental to her during her tenure as Executive Director

New Business/Consent Agenda:

Resolution 20-22	Approval of Disruptive Customer Policy
Resolution 21-22	Approval to Sunset FAME
Resolution 22-22	Approval of Priority System Policy
Resolution 23-22	Approval to Transfer Customized Training and Work Try-Out to Adult
Resolution 24-22	Approval of Adult and DW Transfer Request - blanket approval
Resolution 25-22	Approval of Adult and DW Transfer Request
Resolution 26-22	Approval of Slate of Officers PY'23
Resolution 27-22	Designation of Check Signing Authority
Resolution 28-22	Approval of FLWIB Budget PY'23
Resolution 29-22	Approval of Budgets and Contracts PY'23
Resolution 30-22	Approval of Youth Budget PY'23
Resolution 31-22	Approval of One Stop Operator

Resolution 22-22 was pulled due to incorrect language and will be updated prior to the May 17th Board meeting; updated resolution attached.

A motion to approve Resolutions 20-22, 23-22 through 29-22 and 31-22 was made by Mr. Bekisz and seconded by Mr. Pealer. All in favor, motion carried.

Dr. Ramos questioned why Wayne County wasn't selected by the Youth RFP Evaluation team to receive the WIOA contract and Ms. Freid responded that Wayne County's submission received a low rating and although Wayne County was given the opportunity to revise their submission, they chose not to do so. The Youth RFP Evaluation Committee chose to not recommend Wayne County as a WIOA Youth provider and additional funds were made available to Sodus Central School District.

A motion to approve Resolution 30-22 was made by Ms. Parish and seconded by Mr. Plympton, with Dr. Ramos abstaining. All in favor, motion carried.

Next Board Meeting: Wednesday, Wednesday, May 17, 2023, 41 Lakefront Hotel, Geneva

Presentation:

Next Committee Meeting Dates

Finance & Audit Committee - Wednesday, August 9, 2023, 9:00 a.m., *via Zoom*

Executive Committee - Wednesday, September 6, 2023, 9:00 a.m., *via Zoom*

Board - Wednesday, September 20, 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

Notes and Attachments

Resolution 22-22 Approval of Priority System Policy