

FINGER LAKES WORKFORCE INVESTMENT BOARD PERFORMANCE & EVALUATION COMMITTEE MINUTES

Tuesday, June 27, 2023, 9:00 am
via Zoom

Attendance: Kathy Baker, Steve Clemenson, Tom Facer, Michelle Jungermann, Julia Murphy

Absent: Tom Facer, Mike Rusinko

Staff: Steve Blaszka, Lynn Freid, Jen May, Mike Woloson

A motion to approve minutes from the April 25, 2023 meeting was made by Ms. Jungermann and seconded by Mr. Clemenson. All in favor, motion carried.

Program Updates

Mr. Woloson shared that for May, the Finger Lakes region saw a 2.6% (Ontario 2.6%; Seneca 2.7%; Wayne 2.6%; Yates 2.4%) unemployment rate; NYS 3.8%; US 3.4%. Also in May, 3,131 customers interacted with Career Center staff in the Hopewell, Geneva and Penn Yan offices, either virtually or in-person at the centers. Additionally, 2,722 customers visited the Ontario County, Yates County and WIB websites in May. Ms. Baker requested that website traffic be broken out by contractor and WIB, in addition to sharing the aggregate number. Dashboard report attached.

Mr. Woloson also shared the Basic 11 Elements (of the WIOA contract) report, attached, which compares PY'22 and PY'21 and shows an increase in services provided at centers, or rather a more accurate reflection of services provided as they are now captured in the One Stop Operator System (OSOS). Notably, the new contractor in Seneca County has well surpassed Basic Career Services, Individualized Services and ITAs in PY'21; Yates County has also exceeded their PY'21 numbers by a great margin. Report attached.

Center Updates

Ms. Freid stated that a Request for Proposal was issued after Wayne County chose not to continue as a WIOA contractor. As no responses to the RFP were received, a job posting will be released soon for an internal position at the FLWIB for fulfillment of the WIOA contract in Wayne County. Likewise, a Seneca County search for a WIOA Youth contractor also resulted in a failed search and an internal FLWIB position will be created and filled.

Ms. Murphy added that a Wayne County Department of Labor location is still in process, with contract signatures being gathered soon.

Outreach Activities

Ms. Freid shared the three objectives that have come from the Outreach & Communications Committee and FLWIB staff; increased traffic, increased followers and increased engagement. In an effort to meet those objectives, a closer look at what is working on the various platforms is being taken and different activities are being tested. May saw a drastic increase in all measurables, partially due to the new activities and also the unexpected successful promotion of Casella's training scholarship. Analytics can be followed in your Board Member Toolkit, <https://fingerlakesworks.com/board-member-toolkit/>.

Summer Session Resolutions

The following resolutions were presented for awareness only; no vote took place. An email will be sent to the Board later this summer requesting approval for the resolutions.

Resolution 01-23 Amendment of Yates County Budget PY'23

After contractor budgets were approved by the Board on May 17th, final allocations were received from NYS Department of Labor, with a slight increase. Aware of that increase, Yates County has requested an additional \$5,000.

Resolution 02-23 Approval to Accept Sole-Source Audit and Tax Services Contract with EFPR Group

A Request for Proposal was issued, with only one respondent; thus, enacting sole-source process to accept EFPR Group provided the only submission.

Resolution 03-23 Approval of FLWIB By-Law Revisions

This resolution may not go before the Board until September. Edits to the existing By-laws need to be made for the addition of FLWIB Senior Account, Steve Blaszka and a Firewall for the Wayne and Seneca Youth providers among other updates as the Department of Labor monitor/audits continue.

June 27, 2023

Resolution 04-23 Amendment of Ontario County Budget PY'23

As with Yates County, Ontario County has requested additional funds. FLWIB staff recommend an additional \$10,000.

Resolution 05-23 Approval to Participate in the New York Employment Services System

FLWIB is in the process of becoming a "Ticket to Work" provider for individuals with disabilities. A Professional Services Agreement will need to be signed with Research Foundation for Mental Hygiene to allow that organization to provide clerical support for the program.

Resolution 06-23 Approval of Wayne County Budget and Contract PY'23

When this resolution is seen again, an individual who will be providing WIOA Adult and Dislocated Worker services will be shared.

Resolution 07-23 Approval of WIOA Individual Training Account Policy

The ITA Policy will be updated to mandate that training funds will not be used for positions with municipalities and is now consistent with existing OJT policy.

Resolution 08-23 Amendment of One Stop Operator Budget PY'23

Genesee Finger Lakes Regional Planning Counsel has requested an additional \$118.36 for services to be provided during PY'23.

Resolution 09-23 Approval of Seneca County Budget and Contract PY'23

When this resolution is seen again, an individual who will be providing WIOA Youth services will be shared.

Cluster Update

Mr. Woloson shared that Career Centers have been busy with activities related to the recertification process through NYS Department of Labor. The SCION Implementation Plan is also underway. Ms. Freid added that fiscal staff is now caught up with NYS Department of Labor Financial Oversight and Technical Assistance audits through PY'20 and is currently working on PY21 with PY22 soon to start.

The next meeting is scheduled for Tuesday, August 29, 2023.

The meeting was unanimously adjourned at 10:01 a.m.

Submitted By: Jen May

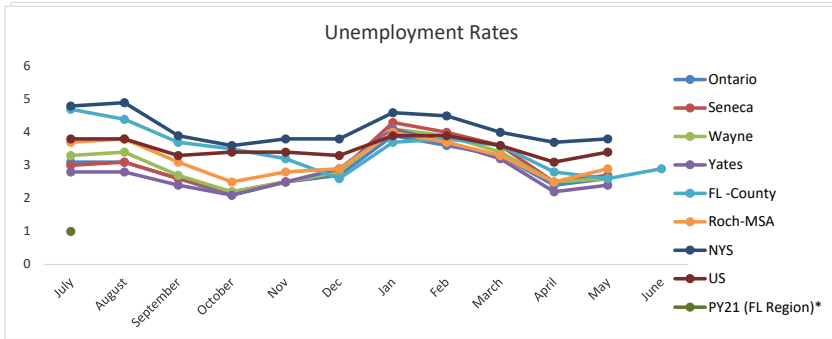
Notes and Attachments

Dashboard report

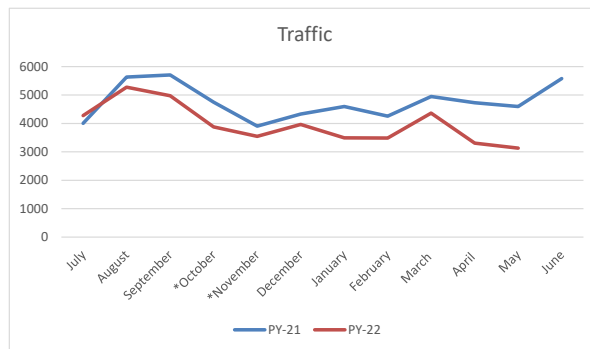
Basic 11 Elements report

Unemployment Rate PY 2022

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Ontario	3.1	3.1	2.6	2.1	2.5	2.7	3.9	3.6	3.3	2.4	2.6	
Seneca	3	3.1	2.6	2.2	2.5	2.8	4.3	4	3.6	2.5	2.7	
Wayne	3.3	3.4	2.7	2.2	2.5	2.8	4.1	3.9	3.4	2.5	2.6	
Yates	2.8	2.8	2.4	2.1	2.5	2.9	4.1	3.7	3.2	2.2	2.4	
FL -County	3.1	3.1	2.6	2.1	2.5	2.8	4.1	3.8	3.4	2.4	2.6	
Roch-MSA	3.7	3.8	3.1	2.5	2.8	2.9	4	3.7	3.3	2.5	2.9	
NYS	4.8	4.9	3.9	3.6	3.8	3.8	4.6	4.5	4	3.7	3.8	
US	3.8	3.8	3.3	3.4	3.4	3.3	3.9	3.9	3.6	3.1	3.4	
PY21 (FL Region)	4.7	4.4	3.7	3.5	3.2	2.6	3.7	3.8	3.6	2.8	2.6	2.9



	PY-21	PY-22
July	4005	4276
August	5630	5276
September	5706	4975
*October	4749	3875
*November	3905	3543
December	4328	3964
January	4593	3496
February	4260	3485
March	4950	4362 *
April	4727	3308 *
May	4593	3131 *
June	5581	

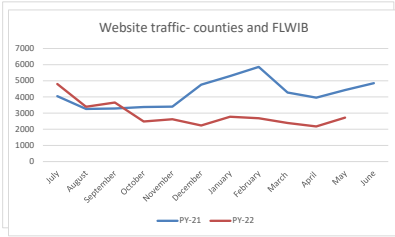


*data from 3 centers

	Front	Phone	Total
July	1141	3135	4276
August	1298	3978	5276
September	1100	3875	4975
*October	751	3124	3875
*November	781	2762	3543
December	789	3175	3964
January	853	2643	3496
February	798	2687	3485
March	707	3655	4362 *
April	555	2753	3308 *
May	808	2323	3131 *
June			

Website Traffic

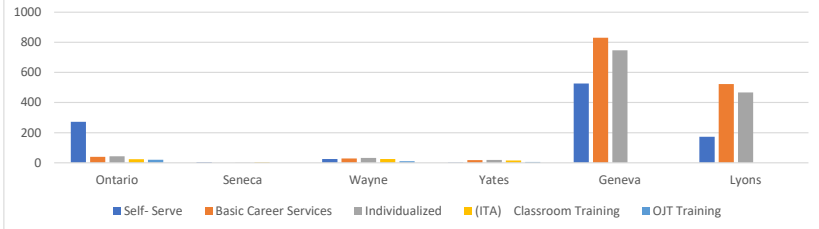
	PY-21	PY-22
July	4048	4803
August	3258	3396
September	3282	3,654
October	3378	2480
November	3401	2619
December	4759	2237
January	5297	2776
February	5861	2684
March	4276	2388
April	3960	2175
May	4427	2722
June	4852	



3985 3652

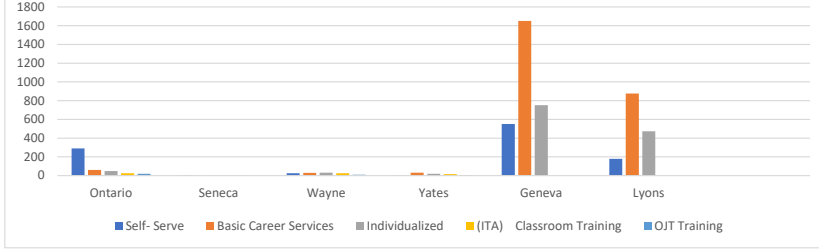
*3 centers reporting

PY 21-Funded Customers (July-May)



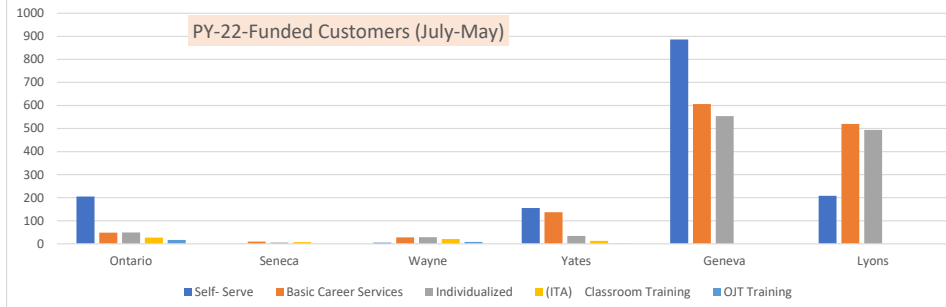
PY 21-(July-May)	Self-Serve	Basic Career Services	Individualized	(ITA) Classroom Training	OJT Training
Ontario	272	40	43	24	20
Seneca	5	0	1	3	0
Wayne	25	29	32	25	10
Yates	2	18	19	15	6
Geneva	527	831	747	0	0
Lyons	173	523	467	0	0

PY21-Funded Services (July -May)



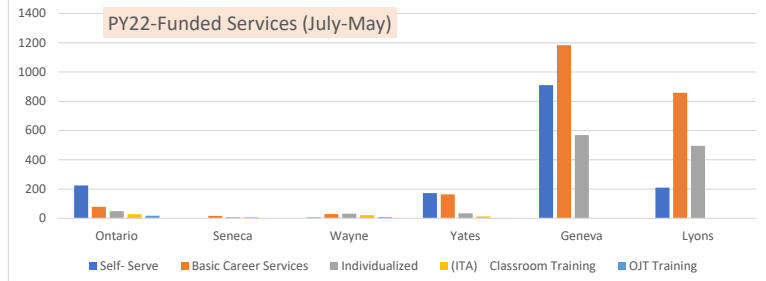
PY 21-(July-May)	Self-Serve	Basic Career Services	Individualized	(ITA) Classroom Training	OJT Training
Ontario	290	60	48	25	20
Seneca	5	0	1	3	0
Wayne	25	30	32	25	10
Yates	3	31	20	15	6
Geneva	551	1650	752	0	0
Lyons	179	877	473	0	0

PY-22-Funded Customers (July-May)



PY 22-(July-May)	Self-Serve	Basic Career Services	Individualized	(ITA) Classroom Training	OJT Training
Ontario	205	48	49	27	17
Seneca	0	10	6	7	0
Wayne	5	28	29	21	8
Yates	155	137	34	13	1
Geneva	886	606	554	0	0
Lyons	208	520	494	0	0

PY22-Funded Services (July-May)



PY 22-(July-May)	Self-Serve	Basic Career Services	Individualized	(ITA) Classroom Training	OJT Training
Ontario	224	79	49	27	17
Seneca	0	16	7	7	0
Wayne	5	29	31	21	8
Yates	172	163	34	13	1
Geneva	910	1183	569	0	0
Lyons	210	858	495	0	0

Basic Services

- Intake Eligibility
- Services Orientation
- Initial Assessment of
- Partner Referrals
- Eligible Training Provider

Individualized Services

- Comprehensive/Specialized Assessments
- Individualized Employment Plans
- Group/Individual counseling/mentoring
- Career Planning
- Short term pre-voc services
- Internships and Work Experience

REFERENCES: Reference TA 06-16.4 (Level 1 Definitions, pg. 14), WIOA Final Rule §680.180