

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES
Wednesday, November 21, 2007, 8:30-10:00am
Ramada Inn Geneva Lakefront

ATTENDANCE:

Vice Chair: Hal Smith

Members: Jeb Becker, Lina Brennan, Dr. Joseph Burke, Bill Castiglione, Peg Churchill, Colleen Combs, Debbie Culeton, Robert Doebelin, Barbara Egenhofer, Ron Golumbeck, Keith Kubasik, Nicole Leathersich, Robert Leiby, Michael Mandina, Michael Manikowski, Don Oakleaf, Peter Pecor, Angie Scanlon, Charles Schillaci, Jane Shaffer, John Socha, Roy Spring, Martin Teller and Jocelyn VanGelder.

Executive Director: Karen Springmeier

Guests: Kathy Bailey, Angel Cook, Jodie Daniels, Don Friday, Dawn Mulheron, Brian Young, Jerry Archibald and Chris Harris

Staff: Jaimie Martin, Deb Sowards and Michael Woloson

ABSENT:

Geoffrey Astles, Kelly Bean, Richard Bonneville, Bill Bordeau, Clark Culver, Deborah Flood, Fred Gaffney, Chris LaDelfa, Annette Leahy, Dr. Joseph Marinelli, Tom May, Adam Menter, Victor Nelson, Dr. Barbara Risser and Deborah Weymouth

Mr. Smith called the meeting to order at 8:30am and welcomed everyone. Special welcomes for new members, Ms. Combs, Ms. Egenhofer and to Bonadio representatives, Jerry Archibald and Chris Harris. Introductions followed.

PRESENTATION:

“Finger Lakes Workforce Investment Board Annual Audit”

Bonadio Group: Jerry Archibald and Chris Harris (copies distributed at meeting)

A brief question and answer session followed.

ENVIRONMENTAL SCANNING:

Economic Issues/Trends/Concerns:

- Mr. Manikowski noted Constellation Brands (Canandaigua Wine) has outgrown its headquarters at the Woodcliffe Office Park in Perinton. The company will move its headquarters to Victor, in Ontario County, to a new office park now under construction across from Eastview Mall. The new headquarters is expected to be completed in 2009.
- Mr. Becker informed the Board that the Gould's Hotel in Seneca Falls, in Seneca County that has been closed for more than 2 years has been bought by a company from Liverpool that will renovate the building. The renovation will include a 4 star restaurant, additional parking and will be providing 100 new jobs to the county.
- Mr. Pecor informed the Board the move date of November 28, 2007 for the new Finger Lakes Works – Wayne County One Stop and Department of Labor is 100%. Kudos to Mr. Kubasik and Ontario County!

Program Changes:

- Ms. Springmeier – In program year '06, we did not achieve all the performance standards. We missed the youth standard and as a result we will not receive incentive funds.

Privilege of the Floor:

- Mr. Mandina – The FAME sub-committee, Image/Pipeline committee will be holding a meeting on November 30, 2007, 8:30am to 10:30am at Gorbel. All are invited.

COMMITTEE UPDATES:

*See the November 2007 Committee Work Plan & Key Highlights Summary for more specific details.

- Finance & Audit: Mr. Teller
Bonadio covered the annual audit. The committee agreed to hire a part-time consultant for the transition of the Fiscal Coordinator. The committee is drafting a management letter response to the recommendations from the audit.
- Governance & Membership: Mr. Manikowski
Two vacancies remain in Wayne County as well as one Public Sector. Mr. Manikowski noted there are 43 Board members, 22 private sector and 21 public sector/at large members. All are encouraged to join a committee. For more information please contact the WIB.

COMMITTEE UPDATES (continued)

- Marketing & Communications: Ms. Culeton
Committee met on November 13, 2007. Committee reviewed strategic plan and it was determined that there needs to be more time spent on redesigning the website. The committee will be meeting in the near future FingerLakes1.com to discuss the website further. The committee also discussed putting together an Internship Expo for early spring or late fall. Area businesses and colleges would be invited to this meeting to discuss employment for students. Mr. Young noted the 800# is being used, on average, 50-75 times a month.
Action Item: The committee encouraged Board members to review www.fingerlakesworks.com and contact the WIB with their feedback.
- Performance and Evaluation: Mr. Castiglione
The committee met at the Finger Lakes Works-Yates County One Stop on October 24th. The committee toured the center and met the staff, hosted by Ms. Sherri Shoff and Ms. Sherry Morse. Ms. Morse gave an informative presentation about travel and tourism in the area. The next meeting will be taking place at the Ontario County One Stop on December 19, 2007.
- Planning: Mr. Smith
 - Finger Lakes Works...*with their hands!* skilled trades and precision manufacturing career day was held on October 4, 2007, 8am to 2pm at the Rodham Lott Farms. Over two hundred students from 16 area schools attended this more hands-on event this year. The next Finger Lakes Works...*with their hands!* career day will be taking place on October 2, 2008. The organizing committee invited more membership to those interested.
 - A joint Planning and Executive committee meeting will be taking place on December 18, 2007 to discuss the strategic plan.
- Youth Council: Mr. Spring
Ms. Martha Doody resigned as of October 25, 2007. There is a resolution of appreciation for Ms. Doody to be approved. The next Youth Council meeting will be taking place on January 7, 2008 at a new time of 5pm, to accommodate more youth attending. Youth Employee Recognition Day will be taking place in May of 2008, a keynote speaker is still needed, any suggestions, please contact Karen Springmeier at the WIB.
- Consortium: Mr. Young
 - The Consortium is currently working to develop a revised business plan for the next 3 years thanks to Don Friday. Mr. Friday also facilitated a healthcare meeting on November 20, 2007.
 - MCC/Halco have come together to offer 1000 hours of hands-on training through a new program called MEPS (Mechanical, Electrical, Plumbing and Sprinkler) Training, to be held at Halco in Phelps, starting on January 3, 2008.
 - There are currently 350 businesses the One Stops are serving, 38 are new and 33 offer OJT that we are staffing.
 - October was Disability Awareness Month, G.W. Lisk, Hipshot and IEC were recognized.
 - October's business tour was held at Ultralife Batteries. November's tour was held at Gorbel and December's business tour will be held at Esperanza Mansion, all are invited, contact Mike Woloson at the WIB for further details.

OLD BUSINESS/CONSENT AGENDA:

- Minutes from September 19, 2007 - Motion to approve as written by Ms. Culeton, seconded by Mr. Teller. All in favor. Motion carried.
- **Resolution #04-07– Approval of Intensive and Training Providers and Programs** – Motion to approve made by Mr. Castiglione, seconded by Mr. Doebelin. All in favor; motion approved.
- **Resolution #05-07 – Acceptance of Audit for Program Year July 1, 2006 to June 30, 2007** - Motion to approve made by Mr. Schillaci, seconded by Mr. Oakleaf. All in favor; motion approved.
- **Resolution #06-07 – Acceptance of Finger Lakes WIRED Grant** - Motion to approve made by Mr. Pecor, seconded by Mr. Spring. All in favor; motion approved.
- **Resolution #07-07 – Approval of Appreciation for Ms. Martha Doody** – Motion to approve made by Ms. VanGelder, seconded by Mr. Spring. All in favor; motion approved.

STRATEGIC PLAN: Ms. Springmeier

- The original meeting had taken place on August 22, 2007. The plan continues to be a work in progress.
Action Item: Ms. Springmeier asked the Board to come up with any suggestions for January's meeting. A resolution will be presented for approval at January's meeting.

MEETING EVALUATION

- Results of September's meeting evaluation were previously emailed. Everyone is encouraged to complete an evaluation for today's meeting. Evaluations are reviewed by the Executive Committee and comments are taken into consideration for future meetings.

OTHER BUSINESS:

- Annual Report – Ms. Springmeier
Each Board Member was given a report in their folder for review. Thank you Ms. Martin.
- Business Seminars – Mr. Woloson
Funding, Assistance and Business Opportunities will be held on 11/29/07, Strategic Planning will be held on 12/13/07 and Eureka! Winning Ways will be held on 12/20/07. All seminars will start at 8:30am to 10am at the WIB, if interested please register online.

The next regular Board Meeting will be at the Ramada Inn Geneva Lakefront, Geneva, NY on January 16, 2008 at 8:30 with a networking breakfast beginning at 8:00am.

There being no other business, motion to adjourn the meeting offered by Mr. Oakleaf and seconded by Mr. Golumbeck. Meeting adjourned at 9:30am.

Respectfully submitted,

Jaimie Martin
Administrative Assistant