

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES
Wednesday, January 16, 2008, 8:30-10:00am
Ramada Inn Geneva Lakefront

ATTENDANCE:

Chair: Richard Bonneville

Members: Geoffrey Astles, Kelly Bean, Jeb Becker, Bill Bordeau, Bill Castiglione, Peg Churchill, Colleen Combs, Deborah Flood, Fred Gaffney, Ron Golumbeck, Chris LaDelfa, Annette Leahy, Robert Leiby, Michael Mandina, Michael Manikowski, Joseph Marinelli, Tom May, Victor Nelson, Don Oakleaf, Peter Pecor, Barbara Risser, Angie Scanlon, Charles Schillaci, Jane Shaffer, John Socha, Roy Spring, Martin Teller, Jocelyn VanGelder and Deborah Weymouth.

Executive Director: Karen Springmeier

Guests: Kathy Bailey, Peg Birmingham, Angel Cook, Jodie Daniels, Barb Delpriore, Don Friday, Joe Galante, Sherry Morse, Dawn Mulheron, Kathy Templar and Brian Young

Staff: Jaimie Martin, Sherri Shoff, Deb Sowards and Michael Woloson

ABSENT:

Lina Brennan, Joseph Burke, Deborah Culeton, Clark Culver, Robert Doeblin, Barbara Egenhofer, Keith Kubasik, Nicolette Leathersich, Adam Menter, and Hal Smith.

Mr. Bonneville called the meeting to order at 8:30am and welcomed everyone. Special welcomes for new members, Ms. Flood, Ms. Shoff and Mr. LaDelfa. Introductions followed.

ENVIRONMENTAL SCANNING:

Economic Issues/Trends/Concerns:

- Mr. Manikowski noted Pactiv in Canandaigua will be renovating the facility, creating 200+ new positions.
- Ms. Shaffer informed the Board that Sessler Co. and Pinero Construction Company will be working together on the new development of Lowes (route 5&20/route 96A, Geneva), starting early 2008. The new Lowes will bring the area 125 full and part-time positions.

Program Changes:

- Mr. Marinelli & Mr. Galante handed out information on, Adult GED/Literacy Programs and Adult Job Training that Wayne-Finger Lakes BOCES offers.

Privilege of the Floor:

- None

COMMITTEE UPDATES:

*See the January 2008 Committee Work Plan & Key Highlights Summary for more specific details.

- Finance & Audit: Mr. Teller
Committee met on 1/9 and will be meeting again on 1/30 to finalize the audit response to Bonadio. The finalization of the carry over is almost complete. Encourage OJT's.
- Governance & Membership: Mr. Manikowski
The committee will be meeting during the 1st quarter to review participation. As of right now we have a good balance/representation of members.
- Marketing & Communications: Ms. Springmeier
Committee met on January 10, 2008. Currently working on an Internship Expo for April for Colleges and Businesses to meet and discuss needs for Interns. Dr. Risser from FLCC offered space for this event and Ms. Springmeier will confirm.
- Performance and Evaluation: Mr. Castiglione
The committee met at the Finger Lakes Works-Ontario County One Stop on December 19th. The committee toured the center and met the staff, hosted by Mr. Brian Young and Ms. Kathy Bailey. Mr. Jim Armstrong gave an informative presentation about the Ontario County Economic Development Business Retention & Expansion. Mr. Armstrong did mention that he has encountered a number of businesses that do have needs for training and will follow-up with those businesses. The next meeting will be taking place at the Wayne County One Stop on February 27, 2008.
- Planning: Ms. Springmeier
The committee is currently overseeing the Strategic Plan.
- Youth Council: Mr. Spring & Ms. Springmeier
The Youth Council met on January 7, 2008 at the new time of 5pm, to accommodate more youth attending. The new time was very successful and 8 youth were present. Youth Employee Recognition Day will be taking place in May of 2008, a keynote speaker is still needed, any suggestions, please contact Sherri Shoff at the WIB. Ms. Springmeier noted Finger Lakes Works...with their hands! Day will be on October 2, 2008 at Rodham Lott Farms in Seneca Falls, the planning committee for this event will be meeting on January 17, 2008. The 2nd Annual, Technology, Food & Agricultural (TFA) Day will be held on April 8, 2008.

- Consortium: Mr. Young
 - Cadbury Schweppes will be lay off 35 employees. The One Stops have been informed and will be working on placing these employees.
 - Consortium met with Monroe County, GLOW and other WIBs to discuss regional efforts for the 9 region.
 - Thank you to the Business Service Representatives!
 - There are 44 OJTs compared to 12 at this time last year.

REVIEW OF STRATEGIC PLAN: Ms. Springmeier

- Thank you to Consortium for their business plan!
- On August 22, 2007 Dana Hart facilitated a meeting with staff and Board members at the Holiday Inn to brain storm ideas. The end result was to build business around industry clusters. Currently, the advanced manufacturing industry has taken off and created their own group called FAME (FingerLakes Advanced Manufacturing Enterprise) and are headed in the right direction.
- Health Care will be the next cluster to focus on. Board members in the health care field will be invited to a meeting in the near future to develop a steering committee.

OLD BUSINESS/CONSENT AGENDA:

- Minutes from November 21, 2007 - Motion to approve as written by Mr. Teller, seconded by Mr. Pecor. All in favor. Motion carried.
- **Resolution #08-07- Approval of Intensive and Training Providers and Programs** – Motion to approve made by Mr. Castiglione, seconded by Ms. Churchill. All in favor; motion approved.
- **Resolution #09-07- Approval of Youth Council Appointments** – Motion to approve made by Mr. Pecor, seconded by Mr. Spring. All in favor; motion approved.
- **Resolution #10-07- Acceptance of Strategic Plan** – Motion to approve made by Mr. Marinelli, seconded by Mr. Manikowski. All in favor; motion approved.
- **Resolution #11-07- Approval of Vehicle Lease** – Motion to approve made by Mr. Manikowski, seconded by Mr. Becker. All in favor; motion approved.
- **Resolution #12-07- Approval of Copier Lease** - Motion to approve made by Mr. Teller, seconded by Mr. Oakleaf. All in favor; motion approved.
- **Resolution #13-07- Acceptance of Funding from Ontario & Wayne County IDA's for FAME** – Motion to approve made by Mr. Pecor, seconded by Mr. Golumbeck. All in favor; motion approved.

MEETING EVALUATION

- Results of November'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.
- Conflict of Interest Statements were signed by everyone who attended the meeting. Those not present will sign at March's Board meeting.

OTHER BUSINESS:

- Mr. Pecor invited all Board members to visit the new Wayne County One Stop in Lyons.

The next regular Board Meeting will be at Steamboat Landing, 205 Lakeshore Drive, Canandaigua, NY on March 19, 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. Teller. Meeting adjourned at 9:22am.

Respectfully submitted,

Jaimie Martin
Administrative Assistant