

FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES  
Wednesday, March 17<sup>th</sup>, 2010, 8:30-10:00am  
Ramada Inn Geneva Lakefront

ATTENDANCE:

**Chair:** Richard Bonneville

**Members:** Geoffrey Astles, Kelly Bean, Lina Brennan, Menzo Case, Peg Churchill, Colleen Combs, Clark Culver, Jennifer DeVault, Bob Doeblin, Dawn Edwards, Fred Gaffney, Ron Golumbeck, Joseph Hamm, Steve Isaacs, Annette Leahy, Robert Leiby, Mike Mandina, Mike Manikowski, Dr. Joseph Marinelli, James Marquette, John Mueller, Don Oakleaf, Sarah Purdy, Dr. Barbara Risser, Orlando Rivera, Angie Scanlon, Suzanne Sinclair, Hal Smith, John Socha, Marty Teller, Jocelyn VanGelder and Martin Williams

**Executive Director:** Karen Springmeier

**Guests:** Kathy Bailey, John Boronkay, Angel Cook, Jodie Daniels, Lynn Freid, Dawn Mulheron, Diana Ramirez (w/Orlando Rivera) Kathy Templar and Brian Young

**Staff:** Pat Gopen, Jen Horton, Jaimie Martin, Debra Sowards and Michael Woloson

**Presenter:** Hannah Morgan – RochesterWorks!

ABSENT: Jessica Bacher, William Castiglione, Deborah Culeton, Jack Farrell, Nicolette Leathersich, Cindy Marushak, Charles Schillaci and Roy Spring

Mr. Bonneville called the meeting to order at 8:30am, welcomed everyone, and introductions followed.

### ENVIRONMENTAL SCANNING

#### Economic Issues/Trends/Concerns:

- Mr. Mueller: Morning Farm Report – Maple Tree Sap is running well and the syrup makers have begun production. The proposed State budget includes cuts for funding for Agriculture and Agricultural programs. There is Collective Bargaining happening in Albany for the farm laborers. The laborers are requesting, more pay, over time and a mandatory day off. Within the dairy industry a day off is possible, but with the seasonal crops (fruits & vegetables), this poses as a problem since the season is short and the weather is unpredictable.
- Mr. Oakleaf: The call center, The Connection brings hundreds of new employment opportunities to Penn Yan and the surrounding counties. Recruitments ongoing at the One Stop in Penn Yan.
- Ms. Springmeier: Ms. Miller and Mr. Griffin have been working diligently with the call center, recruiting, advertising and interviewing.
- Mr. Rivera: PathStone has been offering “Pathways out of Poverty”, a program that helps disadvantaged individuals gain the education and skills required for jobs in high growth and emerging green industries and the response has been very successful. If you would like more information please contact Mr. Orlando Rivera at PathStone.
- Mr. Manikowski: Reported the first “graduate” from the Technology Farm. Cole and Parks have sold their “Doughnuggs” production to Rich Foods.

#### Program Changes:

- None to report

#### Privilege of the Floor:

- Mr. Bonneville: Reported from the Rochester Business Journal; “Thompson Health has been named a recipient of the 2009 Public Relations Excellence Award from the Healthcare Association of New York State. Also, Halco Electric Inc. has been named the Best HVAC Employer in the East by Air Conditioning, Heating & Refrigeration News.”

### COMMITTEE UPDATES:

\*See the March 2010 Committee Work Plan & Key Highlights Summary for more specific details.

- Finance & Audit: Mr. Teller  
The committee has been focused on the PY’10 budget; allocations have been received. The new program year will be based on flat funding, will have no carryover funds and no stimulus funds. Budget guidelines are being prepared and both the WIB and the contractors will be looking at WIA reductions. Follow-up from the Audit went well and will need the Boards approval to submit the Federal Tax 990 form as follows in the new business. The hiring of Ms. Barbara Murphy, as the WIBs CFO has been finalized. She will assist in the accounting functions of the agency to assure compliance with auditing standards and generally accepted accounting principles.
- Governance & Membership: Mr. Manikowski  
Private Sector membership is complete. Public Sector membership has the Veterans’ Representative position open, if anyone has any recommendations please contact Ms. Springmeier. Slate of Officers for the next program year will be presented at the May Board meeting.

**CONTINUE OF COMMITTEE UPDATES:**

- Performance & Evaluation: Mr. Golumbeck  
The committee met on February 23<sup>rd</sup>, 2010, and focused on evaluating the Demand Occupation List; if anyone has any suggestions or changes, please contact Mr. Woloson. The committee is also gearing up to recertify the One Stop centers, will be monitoring the traffic at each center and review federal performance measures.
- Planning: Mr. Smith  
Mr. Smith attended the Careers in Construction conference held in Albany last week. Budget issues and cut backs were discussed. The planning committee applied for a two day skilled trades day for Oct. 2010, but the application was denied. Finger Lakes Works...*with their hands!* Day will be held on Thursday, October 7<sup>th</sup>, 2010 at Rodman Lott & Son Farms in Seneca Falls.
- Marketing & Communications: Ms. Springmeier  
May is One Stop Month! The committee has been discussing activities and promoting the One Stop centers. Mr. Manikowski asked the Private Sector WIB members to please utilize the One Stop centers.
- Youth Council: Mr. Doeblin  
Committee met on March 8<sup>th</sup>, 2010, the first meeting with Ms. Gopen as Youth Coordinator as Ms. Shoff retired in January. There is no WIA funding for summer youth programs this year, although NYATEP is advocating at the State and Federal level for funding. The council still needs a WIB business representative to join the committee, please contact Ms. Gopen if interested.
- Consortium: Mr. Young
  - Focus has been on the budget for the upcoming program year.
  - Recruiting continues for the call center, The Connections in Penn Yan. The next employment recruitment will be held on March 24<sup>th</sup> at FLCC in Canandaigua. For more information please visit our website [www.fingerlakesworks.com](http://www.fingerlakesworks.com).
  - WorkKeys has been a very successful screening tool for businesses. For more information please visit our website [www.fingerlakesworks.com](http://www.fingerlakesworks.com) or contact Ms. Sandra Craig at the Seneca One Stop (315) 539-1905.
  - Smart 2010: Is a computer program that analyzes a customer's resume for skills and work experience. Using that data the computer can establish matches with current jobs throughout the state. The system then recommends to the client by means of e-mail a number of job matches based on the likelihood that the individual will follow the same career path. Many job seekers possess skills for jobs that they may not consider in their day-to-day job searches. SMART 2010 looks at the entire person as a result of their resume. The program then searches for the best job openings available, immediately opening the door to more job opportunities.

**Next Sessions for Career Navigator:** Please visit [www.fingerlakesworks.com](http://www.fingerlakesworks.com) for more information.

April 19<sup>th</sup> – Ontario County Hopewell Complex

May 17<sup>th</sup> – FLCC Newark Campus

June 14<sup>th</sup> – Seneca One Stop Center in Waterloo

**Upcoming Events:**

Healthcare Alliance - General meeting on March 24<sup>th</sup> at FLCC in Victor

JSEC Job Fair – March 25<sup>th</sup> at the Ramada Inn Geneva Lakefront

Travel & Tourism Conference – April 13<sup>th</sup> at the Holiday Inn in Waterloo

Regional Job Fair – May 27<sup>th</sup> at FLCC in Geneva, Monroe Community College & Genesee Community College. There will be job searching related activities and virtual workshops.

**SUCCESS STORY: Career Navigator Program – Ms. Hannah Morgan****NEW BUSINESS/CONSENT AGENDA:**

- **Minutes** from January 20<sup>th</sup>, 2010 - Motion to approve by Mr. Mueller, seconded by Mr. Teller. All in favor. Motion carried.
- **Resolution #15-09: Approval of Intensive and Training Providers and Programs:** Motion to approve made by Ms. Bean, seconded by Mr. Golumbeck. All in favor; Motion carried.
- **Resolution #16-09: Approval of Youth Council Appointment:** Motion to approve made by Mr. Doeblin, seconded by Ms. Combs. All in favor; Motion carried.
- **Resolution #17-09: Approval to Submit Federal Form 990:** Motion to approve made by Mr. Teller, seconded by Mr. Golumbeck. All in favor; Motion carried.

**PRESENTATION: FAME & Healthcare Alliance – Progress to date in Regional Development**

**FAME: Mr. Mandina, Mr. Golumbeck and Ms. Springmeier**

**Healthcare: Mr. Bonneville and Mr. Woloson**

**NOTES: PowerPoints available upon request**

**MEETING EVALUATION**

- Results of January'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 Policy – Please sign, date and return to the WIB.

**OTHER BUSINESS:**

None to report at this time

**Next Board Meeting** - Wednesday, May 19<sup>th</sup>, 2010

Steamboat Landing – Lakeshore Drive, Canandaigua, NY

Presentation: TBA

There being no other business, motion to adjourn the meeting offered by Mr. Smith and seconded by Ms. Bean. The meeting adjourned at 9:48am.

Respectfully submitted,

Jaimie Martin  
Administrative Assistant