

# FINGER LAKES WORKFORCE INVESTMENT BOARD MEETING MINUTES

Wednesday, May 19<sup>th</sup>, 2010, 8:30-10:00am

Steamboat Landing, Canandaigua

## ATTENDANCE:

**Chair:** Richard Bonneville

**Members:** Geoffrey Astles, Jessica Bacher, Kelly Bean, Menzo Case, Colleen Combs, Deborah Culeton, Clark Culver, Jennifer DeVault, Bob Doebelin, Ron Golumbeck, Joseph Hamm, Nicolette Leathersich, Robert Leiby, Mike Mandina, Mike Manikowski, John Mueller, Kevin O'Hagan, Dr. Barbara Risser, Orlando Rivera, Charlie Schillaci, Suzanne Sinclair, Hal Smith, John Socha, Marty Teller and Jocelyn VanGelder

**Executive Director:** Karen Springmeier

**Guests:** Noemi Alvarado (w/Orlando Rivera), Kathy Bailey, Peg Birmingham, John Boronkay, Martha Costello, Angel Cook, Jodie Daniels, Lynn Freid, Amy Miller, Sherry Morse, Dawn Mulheron, Dave Phillips, Kathy Templar, Bob Trouskie and Brian Young

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

**Presenter:** Frank Surdey - NYSDOL

**ABSENT:** Jeb Becker, Lina Brennan, William Castiglione, Peg Churchill, Dawn Edwards, Jack Farrell, Steve Isaacs, Annette Leahy, Dr. Joseph Marinelli, James Marquette, Cindy Marushak, Don Oakleaf, Angie Scanlon and Martin Williams

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

## ENVIRONMENTAL SCANNING

Economic Issues/Trends/Concerns:

- Mr. Manikowski: Trends-Crossman Air Guns in Bloomfield is in-sourcing their manufacturing from India. The Ontario County IDA is working with a company to provide solid display lights used for televisions and computers. They will be located at Infotonics.
- Mr. Mueller: Morning Farm Report – Having wonderful early spring weather. Currently, cutting hay and planting cabbage and other crops. Local farmers are anticipating Great Lakes Kraut Company moving out of state, so they are planting more cabbage. Trends – Many migrant workers do pay taxes and have a good yearly salary (30-60k) depending on their skill level.

Program Changes:

- None to report

Privilege of the Floor:

- Mr. Bonneville: This board meeting will be his last, due to his retirement. Thanked Ms. Springmeier and the rest of the WIB staff. Introduced Mr. Hal Smith as his successor.

## COMMITTEE UPDATES:

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

- Finance & Audit: Mr. Teller  
The committee has been focused on the PY'10 WIB and County budgets; allocations have been received. The new program year will be based on flat funding; will have little carryover for Youth and no stimulus funds. Budget guidelines were prepared and both the WIB and the contractors are looking at WIA reductions. The committee will be preparing for the Independent Audit this summer.
- Governance & Membership: Mr. Manikowski  
The resolution for the Slate of Officers for the next program year is on the agenda. Working to fill existing private sector vacancies.
- Marketing & Communications: Ms. Culeton  
The committee's focus has been to strengthen communications with the local Chambers of Commerce. Please complete the annual report survey and return to Ms. Martin. This will help the committee and Ms. Martin with future annual reports.
- Performance & Evaluation: Mr. Golumbeck  
The committee has met three times since March, with the sole purpose to recertify the one stop centers. The resolution to recertify the one stop centers is on today's agenda. Evaluations sent out to Consortium, customers and all staff at the one stop centers. The results were favorable and the Consortium will prepare a corrective action plan.
- Planning: Mr. Smith  
The planning continues for the 5<sup>th</sup> annual, Finger Lakes Works...*with their hands!* day, that will be held on Thursday, October 7<sup>th</sup>, 2010 at Rodman Lott & Son Farms in Seneca Falls. Thank you Mr. Menzo Case and the Seneca Falls Savings Bank for being a major sponsor! The committee is still in need of more sponsorship from businesses, if interested please contact Ms. Gopen at the WIB office. Mr. Culver and Mr. Smith are in the beginning stages of forming the next RSA cluster, Skilled Trades. There will be a skilled trades table at the Greater Rochester Career Conference being held on Thursday, May 27<sup>th</sup>, 2010 at the FLCC campus in Geneva. Mr. Bonneville also noted that Ms. Jennifer DeVault will now be the chair of the Healthcare Alliance of the Finger Lakes.

**CONTINUE OF COMMITTEE UPDATES:**

- Youth Council: Mr. Case  
Council met on May 3<sup>rd</sup>, 2010. There is a resolution on the agenda to accept a new member, Johnny Robinson. Ms. Margret Morse from FLACRA and Ms. Sara Rowe from Red Cross both presented at the May 3<sup>rd</sup> meeting. At this time there is no WIA funding for summer youth programs. Mr. Case also reported, Ms. Deb McGrimley manages a program out of Seneca County that teaches job skills to youth who are incarcerated. Ms. Jennifer Horton has been hired full-time to be the WIB Internship Coordinator.
- Consortium: Mr. Young  
The staff is currently working on the budget. On May 18<sup>th</sup>, twelve staff attended a tour at The Connection. May is "Celebrate Finger Lakes Works" Month, each county was designated a week to hold different, weekly events. Yates County had the first week (3<sup>rd</sup>-7<sup>th</sup>), Seneca County had the 2<sup>nd</sup> week (10<sup>th</sup>-14<sup>th</sup>), Geneva One Stop was the week of the 17<sup>th</sup> to 21<sup>st</sup> and Wayne County will close out the last week of May (24<sup>th</sup>-28<sup>th</sup>). Each one stop offered the same workshops during the week; Monday - Youth Employment and Training Opportunities, Tuesday – Open House, Wednesday – Business Services and Opportunities, Thursday – Training and Educational Opportunities and Friday – The internet and You – Social Networking for Job Seekers. There will be a Career Conference on Thursday, May 27<sup>th</sup>, from 9am to 1pm at the Finger Lakes Community College-Geneva Campus. This is a 9 county event, also being held at Monroe Community College and Genesee Community College, with virtual workshops, employers and training providers participating. Finger Lakes Times and Finger Lakes Radio Group donated free advertisement. Thank you to all the staff for everyone's help with May is "Celebrate Finger Lakes Works" Month.

**SUCCESS STORY: Pathways out of Poverty Program – Orlando Rivera****NEW BUSINESS/CONSENT AGENDA:**

- **Minutes** from March 17<sup>th</sup>, 2010 - Motion to approve by Mr. Case, seconded by Mr. Smith. All in favor. Motion carried.
- **Resolution #18-09: Approval of PY'10 WIA County Budgets:** Motion to approve made by Mr. Teller, seconded by Mr. Smith. All in favor; Motion carried.
- **Resolution #19-09: Approval of FLWIB, Inc. PY'10 Budget:** Motion to approve made by Mr. Teller, seconded by Ms. Culeton. All in favor; Motion carried.
- **Resolution #20-09: Youth Council Appointments:** Motion to approve made by Mr. Case, seconded by Ms. Combs. All in favor; Motion carried.
- **Resolution #21-09: Approval of PY'10 Youth Contractors:** Motion to approve made by Mr. Case, seconded by Mr. Schillaci. All in favor; Motion carried.
- **Resolution #22-09: Approval of Recertification of Finger Lakes Works Centers & Satellites:** Motion to approve made by Mr. Golumbeck, seconded by Mr. Leiby. All in favor; Motion carried.
- **Resolution #23-09: Acceptance of NYSDOL Internship Provider Renewal:** Motion to approve made by Mr. Case, seconded by Mr. Teller. All in favor; Motion carried.
- **Resolution #24-09: Acceptance of NYSDOT Careers in Construction Grant:** Motion to approve made by Mr. Culver, seconded by Mr. Smith. All in favor; Motion carried.
- **Resolution #25-09: Approval of Slate of Officers:** Motion to approve made by Mr. Manikowski, seconded by Ms. Culeton. All in favor; Motion carried.
- **Resolution #26-09: Recognition of May as "Celebrate Finger Lakes Works" Month:** Motion to approve made by Mr. Leiby, seconded by Mr. Smith. All in favor; Motion carried.
- **Resolution #27-09: Approval of the Administrative Agreement – July 1, 2010 to June 30, 2011:** Motion to approve made by Mr. Teller, seconded by Mr. Golumbeck. All in favor; Motion carried.
- **Resolution #28-09: Appreciation for Service – Fred Gaffney:** Motion to approve made by Mr. Manikowski, seconded by Ms. Sinclair. All in favor; Motion carried.
- **Resolution #29-09: Appreciation for Service – Donald Oakleaf:** Motion to approve made by Mr. Manikowski, seconded by Mr. Astles. All in favor; Motion carried.
- **Resolution #30-09: Appreciation for Service – Richard Bonneville:** Motion to approve made by Mr. Manikowski, seconded by Mr. Teller. All in favor; Motion carried.

**PRESENTATION OF PLAQUES: Ms. Springmeier**

To: Richard Bonneville, Martin Teller and Robert Doebelin. Donald Oakleaf will be presented a plaque at the Finance & Audit committee meeting – Thank you everyone, for your commitment and dedication to the Finger Lakes Workforce Investment Board.

**PRESENTATION: Green Job Activity in NYS**  
**Frank Surdey, Managing Economist NYSDOL**  
**Note: PowerPoint available upon request**

**MEETING EVALUATION**

- Results of March's meeting evaluation emailed after the meeting.
- Everyone is encouraged to complete the annual report survey. The survey will be reviewed by the Marketing & Communications Committee meeting to determine the outcome of this year's annual report format.
- 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:**

None to report at this time

**Next Board Meeting** - Wednesday, September 15<sup>th</sup>, 2010  
Ramada Geneva Lakefront Inn – Geneva, NY  
Presentation: TBA

There being no other business, motion to adjourn the meeting offered by Mr. Muller and seconded by Mr. Doebelin. The meeting adjourned at 10:00am.

Respectfully submitted,

Jaimie Martin  
Administrative Assistant