

Finger Lakes Workforce Investment Board, Inc.
EXECUTIVE COMMITTEE MEETING MINUTES
Finger Lakes Workforce Investment Board, Meeting Room A
41 Lewis Street, Geneva, NY 14456
Wednesday, April 9, 2008 – 8:00am

ATTENDANCE: Chair: Richard Bonneville
Members: Martin Teller, Debbie Culeton, Bob Doebelin, Hal Smith, Dr. Joseph Marinelli
Consortium Representative: Brian Young
Staff: Karen Springmeier, Michael Woloson, Debbie Sowards

ABSENT: Michael Manikowski, Roy Spring, Bill Castiglione, Dr. Barbara Risser

Mr. Bonneville called the meeting to order 8:05 a.m.

Minutes from March 5, 2008 were approved as written by Ms. Culeton, seconded by Mr. Teller. All in favor; motion was approved.

COMMITTEE REPORTS/WORK PLAN: The work plan was reviewed with these additional comments:

Finance and Budget: Mr. Teller

- o The committee has focused on the PY08 budget to be discussed in Executive Session later on in this meeting.

Governance & Membership: Ms. Springmeier for Mr. Manikowski

- o Slate of Officers for the next year has been developed and will be up for approval by resolution at the May board meeting.
- o Ms. Springmeier is working on filling board member vacancies

Marketing and Communication: Ms. Culeton

- o The committee is researching having the website redesigned pending the PY08 budget.
- o Satellite office at Victor schools is open 2 evenings a week – Tuesday and Thursday
- o Intern Expo at FLCC was 4/2
- o Healthcare cluster is proposing to form a Regional Skills Alliance

Performance & Evaluation: Ms. Springmeier for Mr. Castiglione

- o The Committee did not meet in February due to the weather and is presently working with the Consortium regarding programs and funding.

Planning Committee: Mr. Smith

- o The Planning Committee has not met since the last Executive Meeting.

Youth Council: Mr. Doebelin for Mr. Spring

- o Proposals have been received as a result of the RFP; next step is the formal review process

RESCISSION

Ms. Springmeier announced \$158,000 has been rescinded across the different programs. We are able to move funds between years resulting in no one losing adult or dislocated worker funds from their contracts or budgets for PY07; however, an estimated \$20,000 in youth funds will need to be rescinded from the Youth Programs/budgets. We are proposing this is accomplished by a percentage with each contractor and the WIB budget. As required, a plan of how the WIB proposes to deal with the rescission has been submitted to NYS Department of Labor for approval.

PY08 ALLOCATIONS

Ms. Sowards reviewed the allocations for PY08: Admin: \$138,331; Adult \$376,852; Dislocated Worker \$468,000 and Youth \$400,130.

EXECUTIVE SESSION

Motion to move into Executive Session was made by Ms. Culeton at 9:12am and seconded by Mr. Smith. All in favor; meeting was moved into Executive Session until 10:04am.

Not sure how to handle this....

Motion was made by Mr. Smith to modify the Administrative Agreement from a two to one year period for the following year and look at a RFP approval for PY09; seconded by Mr. Teller. All in favor; motion passed.

Motion to approve County/Contractor Budgets as submitted and WIB budget as submitted adding \$2,000 into meeting and expense category for other funding made by Mr. Smith and seconded by Dr. Marinelli. All in favor; motion passed.

Next Executive Committee Meeting:

Wednesday, May 7, 2008 at 8:00am at the Finger Lakes WIB Offices, 41 Lewis Street, Geneva in Meeting Room B.

Next Board Meeting: Wednesday, May 21, 2008 at the Geneva Lakefront Ramada Inn, Geneva, NY.

Respectfully Submitted,
Debbie Sowards, Fiscal Coordinator