

Finger Lakes Workforce Investment Board, Inc.
EXECUTIVE COMMITTEE MEETING MINUTES
Finger Lakes Workforce Investment Board, Meeting Room B
41 Lewis Street, Geneva, NY 14456
Wednesday, November 4th, 2009 – 8:00am

ATTENDANCE: Chair: Rich Bonneville
Members: Dr. Barbara Risser, Martin Teller, Bob Doebelin, Debbie Culeton, Michael Manikowski and Ron Golumbeck
Consortium: Brian Young
Staff: Karen Springmeier, Michael Woloson, Debbie Sowards and Jaimie Martin
ABSENT: Bob Leiby, Hal Smith and Dr. Joseph Marinelli

Mr. Bonneville called the meeting to order 8:00am.

A motion was made by Mr. Manikowski to approve the minutes of September 2nd, 2009 as submitted, seconded by Mr. Golumbeck.

Committee Reports/Work Plan Summary: The work plan was reviewed with these additional comments:

- Finance and Audit: Mr. Teller
 - The committee has been focused on finalizing the Audit to be presented at the November Board meeting and developing a process for yearend closure and an information technology plans.
 - Regular Adult funds have been spent; do have 150k in regular Dislocated Worker funds that are currently being pushed to spend and Stimulus funding.
- Governance & Membership: Mr. Manikowski
 - Board vacancies were reviewed by Ms. Springmeier – Steve Isaacs will be filling the Yates Private sector vacancy and Martin Williams will fill the Title V Older Worker vacancy. The Veteran's Representative vacancy is still open.
 - The committee is currently working on a Slate of Officers for the 7/1/10 – 7/1/11 term.
- Marketing & Communications: Ms. Springmeier
 - The WIRED grant will be ending on 11/30/09. FAME will be funded through other sources, Michele Stolberg will continue working with the group and Leslie Bamann will continue for one more month.
 - Healthcare Alliance is now "The Healthcare Alliance of the Finger Lakes".
 - There is a continuing effort to publish media releases.
- Performance & Evaluation: Mr. Golumbeck
 - The committee met on October 28, 2009 and reviewed the demand occupation list and the process to re-certify the One-Stop centers, which will begin in the Spring of 2010.
- Planning Committee: Ms. Springmeier
 - The 4th Annual Finger Lakes Works...with their hands! was held on October 1st at the Rodman Lott and Son Farms. Over 500 students from 22 school districts attended the successful event.
 - The committee is still discussing a two day event for next year, will depend on funding.
 - Thank you to everyone who participated!
 - The committee will be reviewing and updating the Strategic Plan early next year.
- Youth Council: Mr. Doebelin
 - The Youth Council committee met on Monday, November 2nd, 2009 at 4pm, instead of 5pm as they have in the past and the new time is working well. There was a strong youth representation at this particular meeting. Lynn Freid from Finger Lakes Community College presented a few programs that would be appropriate for older youth, Certified Nursing Assistant and the Direct Support programs.
 - Next meeting will be held on Monday, January 11th, 2010 - Presentation will be from the Literacy Volunteers.
- Consortium: Mr. Young
 - The Consortium has been focused on the Local Plan Modification and assisting Parker Hannifin in Wayne County.
 - There will be 6 additional staff placed at the 2 full service One Stop Centers (Geneva & Lyons) to work more intensely with customers that are on unemployment.
- Business Services: Mr. Woloson
 - Business Service Reps are continuing to concentrate efforts to increase OJTs and Customized Training. Have had 38 new OJT's and 7 new customized training programs for 64 people since July 2009.
 - FAME/HC/BSR teams met with Celina Shands Gradijan, from Full Capacity Marketing on November 3rd to discuss marketing strategies and develop websites.
- Director's Update: Ms. Springmeier
 - Career Navigator program will be taking place in a few weeks in Ontario County and another session will be held in Geneva during December. This is a program, funded through a WIRED grant is for professionals who are seeking employment
 - A job fair will be held on Monday the 9th, in Canandaigua and Tuesday the 10th, in Canandaigua & Geneva for a potential Call Center employer.

Resolutions:

- **Resolution #08-09: Approval of Intensive and Training Providers and Programs:** Motion to approve made by Ms. Culeton, seconded by Mr. Manikowski. All in favor; Motion carried.
- **Resolution #09-09: Approval of Youth Council Appointments:** Motion to approve made by Mr. Doebelin, seconded by Mr. Golumbeck. All in favor; Motion carried.
- **Resolution #010-09: Approval of Acceptance of Audit for Program Year July 1, 2008-June 30, 2009.** Motion to approve made by Ms. Culeton, seconded by Mr. Teller. All in favor; Motion carried.
- **Resolution #11-09: Approval of Extension of New York State Department of Education Special Legislative Grant for Finger Lakes Works with their Hands!-Senator Nozzolio:** Motion to approve made by Mr. Golumbeck, seconded by Mr. Teller. All in favor; Motion carried.
- **Resolution #12-09: Appreciation for Service – Barbara Egenhofer:** Motion to approve made by Mr. Doebelin, seconded by Mr. Golumbeck. All in favor; Motion carried.

WIRED Update

The grant ends on November 30th, 2009. Will continue the WorkKeys assessment testing and look into other funding sources.

ARRA Update

308 students were employed through workforce youth programs during the summer.

Next Board Meeting: January 20th, 2010 at the Finger Lakes Community College Victor Campus
Presentation will be given by, John Twomey on Washington and State perspectives
Luncheon meeting will begin at 11am

Next Executive Committee Meeting: January 6th, 2010.

Respectfully Submitted,
Jaimie Martin
Administrative Assistant