

# **GLOW Workforce Development Board Annual Dinner Meeting Valley Oak Event Center, Geneseo 6/20/23 Draft Meeting Minutes**

**Members Present:** Norb Fuest, Appletree HR and Safety Consultant; Darren Burdick, NYS DOL; Lori Bush, Finger Lakes Cookie Company; John Cima, GV BOCES; Bethanne Guest-Bergum, ACCES-VR; Holly Nenni, Orleans County DSS; Heather Heinman, Barilla; Dan Ireland, Regional Health/UMMC; Holly Mitchell, Advanced Rubber Products; Jim Pierce, Wyoming County Economic Development; Robert Sotir, Bricklayers and Allied Contracts Local #3; Jennifer Wakefiled, GCC BEST Center; Janet Olivieri, LMC Industrial Contractors, LLC; Kristin Grose, Orleans Community Health

**Excused:**

**Non-Members:** Kelly Kiebala, Orleans County Job Development; Beth Caton and Carrie Johnson; Wyoming County Community Action; Teresa Van Son, GC Job Development; Jane Sullivan and Dana Webb, NYS Commission for the Blind

**CEOs/Representative:** Ken DeRoller, Orleans County Representative; Shelly Stein, GC Legislature Chair

**CEOs Excused:**

**Staff Present:** Jay Lazarony, Michele Nichols; Kristine Langless

**Welcome and Introductions**

Norb called the meeting to order at 5:31 p.m. There was a quorum at the meeting.

**Approval of Draft GLOW WDB Meeting Minutes of 3/21/23**

The 3/21/23 GLOW WDB Meeting minutes were sent to members prior to the meeting. Dan Ireland made the motion to approve the 3/21/23 draft minutes as presented; Holly Mitchell seconded the motion, all members present at the meeting were in favor, and the motion was carried. The 3/21/23 GLOW WDB Meeting minutes are approved.

**Appointment of New GLOW WDB Members**

The nominations for Janet Olivieri and Kristin Grose were sent to members prior to the meeting. Norb announced that GLOW WDB is happy to have Janet Olivieri back in the GLOW region in Livingston County and the addition of Kristin Grose of Orleans Community Health. Darren made the motion to approve Janet Olivieri and Kristin Grose as members of the GLOW WDB; John Cima seconded the motion; all members present at the meeting were in favor, and the motion was carried. Welcome Janet and Kristin!

### **Finance Committee Recommendations**

#### **Recommendation PY2023 Bonadio Contract for Fiscal Monitoring**

It is being requested to do another Contract with Bonadio for GLOW Fiscal Monitoring for PY2023. Jay noted that they have done a really good job and are helping with recommendations with procedures as well as it assisting with the grant recipient duties. This is their 3<sup>rd</sup> year and it is not procured due to being listed under Livingston County Professional Services. All members present were in favor, and it is approved. Bonadio is approved for PY2023 Contract for GLOW Fiscal Monitoring.

#### **Recommendation to Transfer DLW Funds to Adult Funds**

The Finance Committee approved \$75,000 transfer of DLW Funds to Adult Funds. Jay is requesting to do a transfer \$75,000 DLW Funds to Adults Funds prior to the end of the program year as Adult funds are limited at this time and this will increase availability and flexibility for adult eligible customers. Transfers must be done by 6/30 (end of program year). Jay noted that GLOW was approved for 80% spending waiver, which means GLOW will not be held to the 80% obligation requirement for the Adult, Dislocated Worker, and Youth funding streams for PY2022 so GLOW will be able to transition all carryover funds into PY2023. Norb noted that a transfer request of \$100,000 of DLW funds to Adult funds was done in September and this is additional transfer of \$75,000 of DLW to Adult Funds. **VOTE>** All members present were in favor, and the transfer of \$75,000 DLW Funds to Adult Funds is approved. Jay noted that Property and Procurement monitoring will be done in PY2023.

#### **Program Year 2023 GLOW Budget (7/1/23-6/30/24)**

The PY2023 GLOW Budget was sent to members prior to the meeting. Jay noted that this is a preliminary budget that includes allocations, contracts with service providers, and the GLOW WDB staff and Grant Recipient budgets with estimated carryover figures from PY2022 until September when figures are final. **VOTE>** All members present were in favor of approving the PY2023 GLOW Budget as presented, and is approved.

### **UPDATES**

Jay asked if WDB members wanted to continue rotating the location of annual dinner meeting in GLOW. It was agreed to continue rotating locations in GLOW so next year will be in Genesee County. Jay thanked everyone for taking the time to attend these meetings as they help us to deliver the services needed in our region!

Jay thanked the members of the Finance Committee that include Norb Fuest, Jim Pierce, Darren Burdick, Patti Fales, and Jocelyn Sikorski for their involvement on the committee to address financial matters.

Jay thanked the GLOW Emerging Worker Committee that addresses the needs of the emerging workforce.

Jay thanked the Title I WIOA GLOW Request For Proposals Team who included Jane Sullivan, Dana Webb, Norb Fuest, and Rae Frank to review the procurement of proposals and recommend the funds to deliver and carry out the services from the service providers.

Last year GLOW was fortunate to receive American Rescue Act (ARPA) funds. He thanked Shelly Stein who was present at the meeting to help customers get trained. We appreciate those funds at a difficult time. Genesee, Livingston, and Orleans received ARPA Funds.

The GLOW with your Hands Manufacturing event is on 9/26/23 where they plan to serve 1,200 students. Over 3,000 students have been in attendance and over \$100,000 in scholarships have been sponsored over the last three years. The first Healthcare GWYH was in March with 575 students. It is the work of the committees and volunteers that make these events happen. If you would like to volunteer or attend to take a tour, please let Jay know.

Norb noted that the NYS WDB is starting up again that he will be a part of where they discuss about strategies and best practices. Norb also noted that the GCC Best Centers has great opportunities.

Jay thanked Kristine Langless who performs the fiscal duties of the GLOW WDB as she is always assisting him with fiscal information. Jay thanked Michele Nichols for keeping the GLOW WDB going during his past medical leaves. It is also a blessing to have a good working relationship with all of the county service providers and we thank them for the work they do.

### **Go Around**

**Jennifer Wakefield, GCC BEST Center** – She just received notice of \$1.7 million grant for CNC training and thanked the partners: Amada Tool, Apple Tree Consultants, Edwards, Graham, Liberty Pumps, GLOW WDB, GCEDC, GV BOCES and GC Career Center!

**Teresa Van Son, Genesee County Job Development** – They are working on the Summer Youth Employment Program. She shared a story of a customer who obtained a job and funds were assisted in getting her the proper clothing for her job.

**Holly Mitchell, Advanced Rubber Products** – They have \$1 million in equipment in process of being shipped and need 15 workers by September so they are looking into the Ukraine population.

**Robert Sotir, Bricklayers** – They need masonry workers to work on the new Bills Stadium.

**Shelly Stein, GC Legislator** – She is grateful for all of the partnerships.

**Jane Sullivan, NYS Commission for the Blind** – They love the partnership with GLOW! Dana Webb is present at the GC Career Center monthly. They provide services to legally blind children and adults and they can provide vision rehab training to partners and business to educate people to understand what it is like for people who are blind.

**Bethanne Guest-Bergum, ACCES-VR** – They offer a variety of services for person with disabilities. They currently have a RFP out for any vendors who would be interested in providing services in several areas located on their website.

**Beth Caton, WCCA** – They are busy working on the Summer Youth Employment Program. GV BOCES currently running a CNA class that graduates in August. They sponsored 7 for current Fast Trac program. They are grateful for the partnerships with GV BOCES and Jim Pierce!

**John Cima, GV BOCES** – They are planning a LPN class in the fall. They are in need of CDLA and LPN Instructors. He noted that ARPA funds allowed them to restructure their labs and continue during COVID. They now have a clinical lab table that provides hands on training on a real cadaver.

**Kelly Kiebala, Orleans County Job Development** – They are busy with the Summer Youth Employment program. She noted that efforts being made through the WDB has helped establish stronger relationships!

**Holli Nenni, Orleans County DSS** – The shortage of workers at DSS is a struggle.

**Janet Olivieri, LMC Industrial Contractors** - She has been with company for 2 months. They are a construction company that works on steel. She thanked everyone for having her back – It’s a great board!

**Kristin Grose, Medina Community Health** – She thanked everyone for allowing her to be part of the WDB.

**Ken DeRoller, Orleans County Representative** – He has always been an advocate of keeping counties together as a GLOW as we are achieving more together!

Holly Mitchell made the motion to adjourn the meeting at 6:14 pm; Janet Olivieri seconded the motion; all members present at the meeting were in favor and the meeting adjourned at 6:14 pm.

**NEXT MEETING: Tuesday, September 19, 2023, 4:30 pm** at Genesee Community College, Batavia, Room T121