



GLOW WORKFORCE INVESTMENT BOARD
Genesee County Career Center
587 East Main Street, Suite 100
Batavia, New York 14020
Phone (585) 344-2042
Toll Free: 1-866-674-4560
Fax (585) 344-3266

GLOW WIB MEETING

MINUTES

5/20/08

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Genesee County Career Center, Batavia, New York

Members Present: Tim Anderson, Frank Ciaccia, John Cima, Mike Dehn, David Guile, Stu Hempel, Gary Kone, Carrie Ludwig, Bill Maddison, Denise Morley, Tony Mancuso, Tom Manko, Kathy Marnell, Keith Mitchell, Jerry Kozlowski, Jane Munro, Susan Piper, Gary Stich, Nathan Varland, Sue White, Jim Williams, Mary Williams, Chad Zambito

Members Excused: Roger Amati, Dennis Burke, Skip Draper, Anne Humphrey, Marty Mucher, Pat Rountree, Jim Woodard

Members Absent: Gabrielle Barone, Sherry Grugel, Mike Hodgins, Jon Shay

CEOs Present: Doug Berwanger, Dominic Mazza

CEOs Absent:

CEOs Excused: Mary Pat Hancock

Staff Present: Mary Lou Hamm, Tammy Schmidt, Michele Nichols

Staff Excused:

Guests Present: Scott Gage, GC Career Center; Carol Miller, Orleans County Job Development, Rae Frank, Wyoming County Community Action; Diane Krenning, Iroquios Job Corps; Jay Gsell, GC Manager

Introductions/Minutes

Introductions were made by everyone present at the meeting.

Tony Mancuso made the motion to approve the 2/19/08 WIB Meeting minutes; Mike Dehn seconded the motion, all were in favor and the motion was carried.

WNY and the Finger Lakes GLOW Region Life Sciences Workforce Development 13-N Grant

Chad Zambito of GC Economic Development reported that with the help of GCC, UB, GV BOCES and BEA, they secured \$500,000 DOL 13-N Grant, which combined with WIRED and UB grant will leverage almost \$1,000,000 for strategic cluster initiatives involving Life Sciences. There are 3 different initiatives: 1) Teacher Training Program for 3 weeks to attend UB to teach GCC Intro to Bio Class starts after 7/4/08; 2) GCC to pay youth 16-19 years old who live in GLOW and GV BOCES Stueben County region to go to school and earn 7 college credits in Career and Education Planning, Bio 104 (Fundamental of Cells Biology) and Bio 107 (Intro to Bio Technology) in July – August; and 3) Working on Learning Kits to be distributed in all 22 school districts.

P.Y.2008 One Stop Operator, Grant Recipient, and WIB Budgets – Stu Hempel, Finance Committee Chairman

Stu reported that the Finance Committee met before this meeting to review P.Y.2008 Budgets. A GLOW Summary of the One Stop Operators, Grant Recipient, and WIB proposed P.Y.2008 budget compared to P.Y.2007 was sent to members in advance of the meeting. Stu noted that overall the funding and FTEs have decreased so it's doing more with less. Stu also noted that GLOW has done well receiving Incentive Grants the past 2 years, which has brought in additional funds; however, this year it doesn't look good due to changing criteria, which will make it more difficult. The P.Y.2008 Budgets will be voted on at the June GLOW WIB Meeting.

Amended CEO/WIB Agreement – Carol Miller, Structure Committee

The amended CEO/WIB Agreement was sent to the WIB in advance. Carol noted that the only changes are the dates with a renewal of another year for 7/1/08 – 6/30/09. The CEOs have been apprised of it. Mary Lou did note that if there were going to be any changes to the agreement, discussions would need to start in February. VOTE> The Structure Committee made the motion to accept the renewal of the CEO/WIB Agreement for 7/1/08 – 6/30/09 as presented; All members present at the meeting were in favor, and the motion was carried.

P.Y.2008 Youth Council Recommendations – Mike Dehn, Youth Council Chairman

Mike reported that the GLOW Youth RFP Advisory Team gathered to make the youth funding recommendations, which were sent to members in advance of the meeting. He noted that after deducting costs for Administration, Grant Recipient, WIB, 35% that has to be spent on summer programming, and case management, and then the balance of funds is what is left to be distributed between in and out-of-school programs. They also developed a GLOW “standard” for Case Management duties so it would be uniform for all and then came up with the funding amount each county would receive for Case Management. ACTION ITEM>

The youth provider evaluation process was brought up in the Finance Committee meeting to make a motion that the benchmarks and criteria are clearly identified for next year. It was noted that there is a process in place and the RFP Team looked at the performance data but did not utilize when allocating the funding. Tammy noted that the benchmarks on the current process are old as this year there are new common measures. All the providers were evaluated and the information was shared with the GLOW RFP Advisory Team. Tammy noted that it's difficult to distribute the money based on just performance. The funds have to be allocated by county vs. one pool of money and there are other guidelines that have to be met. The CEOs have to agree for the money to be distributed other than in their county. The Performance evaluation criteria are utilized for technical assistance and/or corrective on an ongoing basis. Last year the Youth Council developed an evaluation process to be done on each youth provider, which includes a variety of criteria other than performance. Jay Gsell questioned the process because it sounds like even if a program is not performing well, they would still get funded based on the funds having to stay in that county and other criteria that has to be met. Carrie Ludwig, as part of the Youth RFP Team, agreed that although that may be a potential down the road, this is not true. Performance measures are used all the time and Tammy evaluates the programs on a regular basis and develops corrective action if necessary. Carrie noted that Performance Measures were not the biggest issue and the biggest issue was the lack of money and the split between in and out of school programs, which must be met or there is a potential of losing money - there are a lot of factors that go into the process. It was stated by the RFP members present at the meeting that they are absolutely satisfied with the contracts being awarded are performing well. Tammy explained the youth benchmarks, which are Attainment of a Degree or Certificate (for in-school only); Entered Employment or Post Secondary, Military (for in and out-of-school); and Literacy Numeracy (out-of-school only), which is youth below a 8.9 level by raising one functioned level. Tammy reported that all of the youth performance measures are currently being passed but there is no incentive money for youth. In addition, we need to serve 90 youth for System Indicator Benchmark that also has to be met. Tammy noted that the Youth Providers are aware what they need to do to hit performance. ACTION ITEM> It was agreed that Youth Providers will be provided their rating information on their Evaluation in the future. It was noted that a Quarterly Performance Data Management Meeting is held where each county receives their own office/county performance, however, the other Providers' Performance information was not shared with all. It was noted that there have been the same providers every year and it's very difficult to attract new providers, as it is a very complex process. ACTION ITEM> It was requested to share the evaluation reports whenever they are evaluated with the Youth Providers in advance of sharing it with the Youth Council and WIB.

VOTE> All members present at the meeting were in favor of approving the P.Y.2008 Youth RFP Recommendations as presented with the abstentions of Scott Gage, Keith Mitchell, Carol Miller, and Rae Frank; and the motion was carried.

Youth Providers Case Management

Mike explained they are recommending Case Management duties be "standard" for each county, i.e., new customers will take 6 hours, repeat customers take 2 hours, etc.

VOTE> All members present at the meeting were in favor of approving the P.Y.2008 Case Management recommendations as presented; and the motion was carried.

Tony Mancuso complimented staff for getting meeting information out early to members.

Tony Mancuso made the motion to adjourn the meeting at 5:15 p.m.; Dave Guile seconded the motion, all were in favor and the motion was carried.

Next Meeting: Annual GLOW WIB Dinner Meeting, June 17, 2008, 4:30 p.m. at Bohn' s Restaurant, Clinton Street, Batavia.