

GLOW Workforce Development Board

1/18/22 Approved Meeting Minutes

Members Present via Zoom: Norb Fuest, Appletree HR and Safety Consultant; Dave Rumsey, GC DSS; Darren Burdick, NYS DOL; John Cima, GV BOCES; Bethanne Guest-Bergum, ACCES-VR; John McGowan, GCC BEST Center; Rae Frank, Independent Living; Patti Fales, BMP America, Inc. Heather Heiniman, Barilla; Steve Hull, Morton Salt; Lori Bush, Finger Lakes Cookie Company

Excused: Tom Bloomer; Janet Olivieri

Non-Members Zoom: Kelly Kiebala, Orleans County Job Development; Beth Caton and Rose Shader; Wyoming County Community Action; Ryan Snyder, LC Office of Workforce Development; Teresa Van Son, GC Job Development; Shawn Pollack, Bonduelle

CEOs/Representative via Zoom: Becky Ryan, Wyoming County Board of Supervisors

CEOs Excused:

Staff Present: Jay Lazarony, Michele Nichols; Kristine Langless (zoom)

Welcome and Introductions

Norb called the meeting to order at 4:31 p.m. There was a quorum at the meeting.

Approval of Draft GLOW WDB Meeting Minutes of 11/16/21 and 12/2/21

Dave Rumsey made the motion to approve the Draft 11/16/21 GLOW WDB Meeting minutes and Draft 12/2/21 GLOW WDB Annual Meeting minutes; Rae Frank seconded the motion; all members present were in favor, and the motion is approved. The 11/16/21 and 12/2/21 GLOW WDB Meeting minutes are approved.

Finance Committee Recommendations

Disability Resource Coordinator Request for Proposal Recommendation

A summary of the RFP was sent to members prior to the meeting. Jay stated that if there is any member that is interested or planning on responding to the RFP, they must abstain from discussion and voting. Jay reported that NYSDOL is providing up to \$100,000 for the next three years to fund a Disability Resource Coordinator. The best way for GLOW to proceed is through a RFP for up to \$90,000. The first contract year is

from April to December and subsequent years January – December. This position will be in charge of bringing in customers with disabilities who need services such as training, supportive services, etc. The hope is to sustain this position through revenue generated through the NYESS. Jay’s concern is that many of our service providers and partners have their own established network. **VOTE**> All members present at the meeting were in favor of approving the release of the DRC RFP; Rae Frank from Independent Living of the Genesee Region abstained; and it is approved. The RFP will be released on 1/19/22.

Amended GLOW Oversight and Monitoring Plan

This was sent to members prior to the meeting. Jay presented the plan with the changes highlighted, which included 2 new TA references and replacing names of staff with titles. **VOTE**> All members present at the meeting were in favor of approving the amended GLOW Oversight and Monitoring Plan as presented and it is approved.

Amended GLOW ITA Policy

This was sent to members prior to the meeting. Jay presented this to the Finance Committee last week proposing changing the ITA limit from \$5,000 to \$3,000 to avoid confusion as he let everyone aware in December he would not be approving any ITA over \$3,000 due to lack of funds. The committee decided to keep the \$5,000 instead of going back and forth between \$3,000 and \$5,000 so the only change is removing the reference to the GLOW Special ITA Policy, which is no longer in place. **VOTE**> All members present at the meeting were in favor of approving the amended GLOW ITA Policy as presented and it is approved.

GLOW Performance Report

Jay presented the GLOW Performance Report through December, which is very good. He sent out mid-year reports and everyone is on target. GLOW has reached 81 trainings out of total contract of 92! He is not sure if each contractor will be able to make their contract numbers by the end of the year due to the lack of funding but has asked that they keep track of anyone they would have been able to be serve/fund if we had the funding.

Jay reported that NYSDOL will have a second round of Economic Recovery (ER-DLW) funds. Last year GLOW received \$34,000 and have spent 90%. Jay requested up to \$100,000 as he believes we can spend it. These funds can be spent on dislocated workers as well as customers who lost their job due to COVID. He will keep us posted.

GLOW is also part of the Good Jobs Challenge Regional Grant that should be finalized soon. They are asking for \$21-\$25 million. He is not sure how the funds would be distributed.

Request for Quotes for Fiscal Monitoring Recommendation

After unable to secure through Procurement, FOTA approved to do Request For Quotes through Professional Services Contract. The RFQ Rating Evaluations were sent to members prior to the meeting. GLOW received two quotes:

- 1) Bonadio for \$19,999
- 2) Freed Maxick for \$300/hr.

The estimated time to complete audits is 3 weeks, which would make Freed Maxick a total of \$33,750. Freed Maxick would have a conflict with performing one of the audits. GLOW has \$20,000 available. The

recommendation is to contract with Bonadio. **VOTE>** All members present at the meeting were in favor of approving Bonadio for contract for GLOW Fiscal Monitoring.

New GLOW WDB Emerging Worker Committee Member

Teresa Van Son is requesting to be added to the GLOW Emerging Worker Committee replacing Jaden Ohlson who has left his position at Genesee County Job Development Bureau. **VOTE>** Dave Rumsey made the motion adding Teresa Van Son to the GLOW Emerging Worker Committee; Steve Hull seconded the motion; all members present at the meeting were in favor; and the motion was carried. Teresa Van Son is approved as member of the GLOW Emerging Worker Committee.

Updates

Jay reported that GLOW Works, Inc. is now a 501c3 and he will start working towards pursuing grants for funding. They will be opening up bank account for GLOW Works, Inc., which will also take over the funding for GLOW with Your Hands. Norb thanked Freed Maxick for their assistance with the corporation and 501c3. Norb announced Jay was named “Geneseean of the Year” from the Genesee County Chamber of Commerce – Congratulations Jay!

Go Around

Teresa Van Son, GC Job Development – Since Jaden left they have an Employment and Training Counselor position open if you know of anyone interested that would be a great fit, have them send resume, GC application, and transcripts are required.

John McGowan, GCC Best Center – John noted they have several trainings they are offering in 2022 such as Supervisory Certificate program, Lean Yellow Belt Training, Phase 1, 2, 3 and 5 in Mechatronics. He noted that they have funding available for 40-50% of tuition cost for the Mechatronics and Lean program and to contact BEST Center. They also have Phlebotomy, Medical Assistant, and CPR. They are going to offer CNA on May 13. He will send out a flyer for distribution.

Dave Rumsey, GC DSS Commissioner – Orleans County has new DSS Commissioner, Holly Nenni and Livingston County has a new DSS Commissioner but not released yet.

Steve Hull, Morton Salt – Business is pretty good but transportation for getting product out has been a problem. They are still hiring at www.mortonsalt.com

Rae Frank, Independent Living of Genesee Region – They serve individuals with disabilities in Genesee, Orleans, and Wyoming counties and starting a Chronic Disease Management class in March at Warsaw 55, an apartment complex on Main Street in Warsaw, and it is open to the public. The COVID wave is going through her office!

Kelly Kiebala, Orleans County Job Development – She has staff just back from quarantine. The interview rooms are almost completed for a secure location for them to meet with customers. She is still on a high from Bills Game!

Jay noted that him and Kelly are meeting Ken DeRoller and other Orleans County government officials 1/19/22 to discuss establishing additional funding for training.

Beth Caton, WCCA – They have some internal resources and Rosie worked on some small grant applications for funding to target training for Temporary CNA training and Fast Trac program. They met with DSS to coordinate services such as providing workshops.

John Cima, GV BOCES – They have 35 students starting for LPN training on 2/28/22 and over 100 applications for CDL training.

Jim Pierce noted that Governor Hochul extended the NYS Open Public Meeting waiver with no end date as long as emergency declaration is in place. Jay noted we will continue to meet virtually.

Jim Pierce made the motion to adjourn the meeting at 5:06 pm; Dave Rumsey seconded the motion; all members present at the meeting were in favor and the meeting adjourned at 5:11 pm.

NEXT MEETING: Tuesday, March 15, 2022, 4:30 pm through Zoom