
GLOW Workforce Development Board

9/21/21 Approved Hybrid Meeting Minutes

Members Present: Norb Fuest, Appletree HR and Safety Consultant; Heather Heiniman, Barilla; Steve Hull, Morton Salt; Kathryn Ribbeck, OATKA Milk; Janet Olivieri, Lapp Insulator

Zoom: Darren Burdick, NYS DOL; Bethanne Guest-Bergum, ACCES-VR;; John McGowan, GCC BEST Center;; Dave Rumsey, GC DSS; Tom Thomas, Union Representative; Jim Pierce, Wyoming Economic Development; Rae Frank, Independent Living; Patti Fales, BMP America, Inc.

Excused: Lori Bush, John Cima, Mary Ellyn Merle, Tim Winters, Tom Bloomer

Non-Members Zoom: Kelly Kiebal, Orleans County Job Development; Beth Caton and Rose Shader; Wyoming County Community Action;

Non-Members Present: Teresa Van Son, GC Job Development

CEOs/Representative via Zoom: Greg Torrey, Genesee County Legislature; Ken DeRoller, Orleans Count Legislature

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.

Draft GLOW WDB Meeting Minutes of 6/15/21

Darren Burdick made the motion to approve the 6/15/21 Draft GLOW WDB Meeting minutes; Dave Rumsey seconded the motion; all members present were in favor, and the motion is approved. The 6/15/21 GLOW WDB Meeting minutes are approved.

New GLOW WDB Member as an Orleans County Business Representative for Patti Fales of BMP America, Inc.

The GLOW WDB nomination was sent to all members prior to the meeting for review. Steve Hull made the motion to approve Patti Fales of BMP America Inc. as an Orleans County Business Representative on the GLOW WDB; Janet Olivieri seconded the motion; all members present were in favor, and the motion was carried. Welcome Patti!

GLOW WDB Executive Committee Recommendations

Amended GLOW WIOA Follow Up Services for Adult DLW Customers

The amended GLOW WIOA Follow-Up Services for Adult DLW Customers were sent to members prior to the meeting. Jay noted that counselors are receiving feedback that once customers gain employment they don't want to be contacted and the policy is mandating it. It is not required for Adults as it is for Youth. The policy is being amended that has the counselor ask the customer if they wish to receive follow up services and can decline. **VOTE>** All members present at the meeting were in favor of approving as presented and the amended GLOW WIOA Follow Up Services for Adult and DLW Customers Policy is approved as presented.

PY2021 Regional Plan

Jay noted that this plan is a 9 county plan of the GLOW, Monroe, and FingerLakes region. The PY2021 Regional Plan was available on the www.glowworks.org website for review and public comment. It has been sent into NYS DOL and when approved will be on their website. **VOTE>** All members present at the meeting were in favor of approving as presented and the PY2021 GLOW Regional Plan is approved as presented.

GLOW WDB Finance Committee Recommendations

All recommendations were sent to GLOW WDB members prior to the meeting.

Amended GLOW OJT Policy

Jay reported the policy is being amended to increase the cap amount for businesses to receive during the program year. Orleans County has had two OJTs during the program year and would not be able to do anymore OJTs for the year with the cap amount. The recommendation is to increase it from \$10,000 to \$20,000 per program year. **VOTE> All members present at the meeting were in favor of approving the amended OJT Policy as presented and it is approved.**

Amended GLOW Budget Modification Requests Summary and amended PY2021 GLOW Budget

Jay noted GLOW received a decrease in Adult and Youth funds and an increase in DLW funds. With the amount of trainings that have been approved so far in the first quarter, training funds are really low already. Jay noted that we do have the ability to transfer DLW to Adult. This does not affect the staff and operational budgets. We have spent \$1.2 million over past two years. GLOW will probably run out of training funds by mid-year and noted that this happens in other areas as well. We are currently transferring some youth funds to Ticket-To-Work funds. We need to bring in more revenue. Unfortunately NYSDOL grants are limited and for DLW funds, which we don't need now. We don't anticipate a problem requesting a transfer from DLW to Adult in the future. We are getting creative so we can continue to train customers. **VOTE>** All members present at the meeting were in favor of approving the GLOW Budget modifications and amended PY2021 GLOW Budget as presented and is approved.

Suspension of Ticket to Work Network for GLOW

Jay reported that for many years GLOW has been receiving Ticket-To-Work Revenue Funds automatically. The Social Security Administration has now changed the way we receive the revenue funds in a stricter manner. It would include WDB staff or a GLOW service provider to require training to provide services to customers and

the revenue would be go to GLOW. WDB Staff are not allowed to work with customers. Genesee County Job Development and Wyoming County Community Action has their own network. Independent Living is also a TTW Network. GLOW will refer any identified ticket to work individuals to the networks. GLOW currently has \$75,000 from the previous years' TTW Revenue funds but just transferred \$45,000 from youth funds. GLOW would not receive any TTW revenue funds after suspension of the TTW network. **VOTE>** All members present at the meeting were in favor of GLOW suspending the Ticket To Work Network for Revenue Funds.

GLOW Emerging Worker Recommendation

Removal of Chelsea Elliot and adding Bill Schutt to GLOW Emerging Workforce Committee

Dave reported that Chelsea Elliot was the Acting Director of the Genesee and Orleans County Youth Bureau after Jocelyn Sikorski left and added to the committee. Bill Schutt is the new Director of the Genesee and Orleans County Youth Bureau so it's recommended to remove Chelsea Elliot adding Bill Schutt to the GLOW Emerging Worker Committee. **VOTE>** All members present at the meeting were in favor of removing Chelsea Elliot and adding Bill Schutt to the GLOW Emerging Worker Committee.

GLOW WDB Executive Director Updates

GLOW Works Incorporation

- GLOW Works is a corporation and will be a 501c3 within few weeks
- This is a corporation made up a few WDB members but it is not part of GLOW WDB
- Grants will be pursued
- GLOW with Your Hands will be managed under this corporation

GLOW Performance

- Training has been significant which is why GLOW is low on training funds but makes performance good! The Service Providers have done an excellent job providing services to customers!

Fiscal Monitoring

- We issued 2 RFPs for Fiscal Monitoring with no responses.
- Jay has requested from FOTA if we could hire a seasonal staff to do these functions and they were in support of. Hiring will go through the Grant Recipient in Livingston County.
- **ACTION ITEM>** Jay will find out if the position will be civil service.

GLOW with Your Hands

- The event is on Tuesday, 9/28/21 for about 700 students, 100 volunteers, and 45 vendors at Genesee County Fairgrounds.
- There will be hands-on activities to inspire youth to get interested in these careers

GLOW WDB Annual Breakfast Meeting

- The Annual Breakfast Meeting will be on Thursday, 12/2/21, 7:30 am at Terry Hills.
- We have funds to purchase plaques

Rescind GLOW Special ITA and Work Experience for Youth Policy

This was sent to members prior to the meeting. Jay noted this policy was developed when we had an abundance of youth funds about three years ago, which allowed us to spend additional funds (up to \$12,000) per youth. These funds are now depleted and can no longer keep this policy in place. Jay apologizes to the Finance Committee for not having it to them at last week's meeting. Dave Rumsey made the motion to

rescind the GLOW Special ITA Youth Policy; Jim Pierce seconded the motion; all members present were in favor; and the motion was carried. The GLOW Special ITA Policy is now rescinded.

Blanket Transfer of PY 2021 WIOA Funds

Each year in September we request a blanket transfer of funds. Jay is requesting the authority to transfer up to 100% DLW to Adult when he determines it necessary to put in the request to NYSDOL. **VOTE>** Rae made the motion to approve PY2021 Blanket Transfer of DLW to Adult Funds; Dave Rumsey seconded the motion; All members present at the meeting were in favor of approving as presented and the P.Y.2021 GLOW WDB Blanket Transfer of P.Y.2021 WIOA Funds of up to 100% DLW to Adult Funds is approved.

Go Around

Ken DeRoller, Orleans County Legislature – Ken reported that Congressman Chris Jacobs has been working on the Help Wanted Act HR 3148 to get people back to work. That bill is in Committee and on hold right now it because of the Federal Government removing the enhanced, supplemented \$300. There are 5,400 open jobs in the 9 county region Finger Lakes with 1,000 in Orleans County. If no improvement, they will put more pressure on it.

John McGowan, GCC Best Center – They have three local companies, Creative Foods US Gypsum and Graham Manufacturing, with 14 employees attending in-person Lean Six Sigma training. John reported on the Pre-Apprentice Boot Camp in July that included 5 recently graduated high school students with mechatronics training in the morning and a paid apprenticeship with an employer in the afternoon. Four of them have jobs and one went on to MCC. It was very successful that included a great team of partners with GCC, RTMA, ECDC, GLOW WDB, Rich Monroe – the instructor! They hope to have another one in the summer of 2022 and increase the class from 5 to 10.

Tom Thomas, Union Rep/Lapp – They were sold again and under new ownership to a Spanish company. They are hiring. Business is good – having one of the best year in 20 years!

Jay noted that he sent an email to the business members that NYSDOL is doing a regional virtual job fair on 10/14/21 if you are interested for 75 businesses. There will be others in the future. They don't seem interested in doing just for GLOW region.

Rae Frank, Independent Living – Their housing programs has been very busy working under the Emergency Rental Assistance Program (ERAP) assisting them with the NYS portal that helps pay arrears rental and utility payments due to COVID and they updated guidance at 120% AMI and have seen uptick with people applying. They are also assisting people with eviction prevention and rapid re-housing but there is a huge lack of housing options in both counties. The eviction prevention momentorium was extended until January 15, 2022.

Kelly Kiebala, Orleans County Job Development – There is a Job Fair tomorrow with 20 businesses at Orleans County Fairgrounds. She noted that HH Dobbins received training from GCC and was very pleased! They are very busy!

Darren Burdick, NYSDOL – Darren had different information regarding the virtual job fair but later found out it was changed per Jay's information.

Beth Caton, WCCA – Beth reported their summer youth program was successful with about 32 youth. They continue to work with their nursing facility of ongoing need for CNAs. They hired a new staff person, Darren Fox, who will be assisting Matt with youth and focus on a program working with incarcerated individuals.

Bethanne Guest-Bergum, ACCES-VR – They are seeing customers by appointment only.

They can provide orientations if people are interested. They also posted three videos on website that include a video for general information, a video on how to apply for services, and a video on information for people seeking assistance with college.

Heather Heiniman, Barilla – They did a lot of pm work this summer. They had a new hire through one of the programs and he is through his 90 day probation and is excited. They had some new hires in maintenance and packaging and processing – business is pretty good!

Janet Oliveri, Lapp Insulator – They are excited about being at GLOW with Your Hands event next Tuesday!

Steve Hull, Morton Salt – Business is doing well with their new owners and they are currently replacing a manual line with an automated line. They have approval for a new warehouse project going in the next year. Workforce is stable but they have had more turnover than previously – partly due to retirements and part due to employees leaving for other job opportunities.

Teresa Van Son, GC JDB – Summer Employment Program very successful this summer! Over 20 youth were nominated for work ethic awards by their employers! They held Job Fair today with six businesses – only 3 job seekers attended even though thousands sent to individuals. A ton of businesses are in need of hiring. They did display other job opportunities from employers at the job fair. She will decide if she will continue with the job fairs. They have a lot of customers going to training especially through Trade Act, and she thanked the other service providers for taking some of the TAA customers as there have been so many TAA customers. Very busy!

Kathryn Ribbeck, OATKA – They are trying to hire as well with same struggles. Business is doing well. They are trying to add another production line for next year and need staff for it.

Jay noted meetings will continue to be hybrid meetings (in person and/or zoom) and will keep you posted of any changes. The next meeting will be 11/16/21. Zoom will not be available for the 12/2/21 Annual GLOW WDB Breakfast.

Rae Frank made the motion to adjourn the meeting at 5:39 pm; Dave Rumsey seconded the motion; all members present at the meeting were in favor and the meeting adjourned at 5:39 pm.

NEXT MEETING: NOVEMBER 16, 2021, 4:30 PM