

GLOW Workforce Development Board

Approved Meeting Minutes 5/15/18

Genesee Community College, Batavia Room T102

Members Present: Dennis Burke, Liberty Pumps; Tim Anderson, Don Walsh Insurance; Janet Olivieri, Lapp Insulators; John Cima, GV Educational Partnership; Norb Fuest, Appletree HR and Safety Consultants; Darren Burdick, NYS DOL; Chris Luly, ACCES-VR; Dave Rumsey, GC Department of Social Services; Jim Pierce, Wyoming County Economic Development; Reid Smalley, GCC – BEST Center; Robert Molisiani, Caledonia-Mumford School District; Mary Williams, Medina Healthcare; Staci Everetts, Claims Recovery Financial Services; Kathryn Ribbeck, OATKA Milk Cooperative

Excused: Kellie Kennedy; Rachel Richter; John Nappa; Tim Winters

Non-Members: Chuck DiPasquele, GV Partnership for Education; Ryan Snyder, Livingston County OWD; Kristine Langless, Livingston County GR; Scott Gage, GC Career Center; Kelly Kiebalá, Orleans County Job Development; Beth Caton and Rose Shader, Wyoming County Community Action; Barb Deike, NYS DOL; Vanessa Tabone, Finger Lakes Hired

CEOs/Representative Present: Doug Berwanger, Wyoming County Board of Supervisors

CEOs Excused:

WDB Staff Present: Jay Lazarony, Michele Nichols

Welcome and Introductions

Norb called the meeting to order at 4:30 p.m. Introductions were made by everyone present at the meeting. There was a quorum at the meeting.

Minutes of 3/20/18 GLOW WDB Meeting

Dave made the motion to approve the 3/20/18 GLOW WDB meeting minutes; Bob seconded the motion; all members present at the meeting were in favor of approving the 3/20/18 meeting minutes as presented, and the motion was carried. The 3/20/18 GLOW WDB Meeting minutes are approved.

GLOW WDB Emerging Worker Committee Recommendations, Tim Anderson, GLOW Emerging Worker Committee Chairman

Amended P.Y.2017 Genesee and Orleans Youth Contract

Jay explained that amendments needed to be made to P.Y.2017 Genesee and Orleans Youth Contract. Orleans County RFP need to reflect the Orleans County Contract to serve 25 Out-of-School youth with 14 new and 11 carry-in and 3 In-School with 2 new and 1 carry-in. Genesee County’s RFP needed to be amended removing 7 youth in follow up youth as carry- in and was amended to serve 17 new and 6 Carry-in. No changes were made to amount of award of funding. The amended contracts have been signed. **VOTE>** All members present at the meeting were in favor of approving the amended P.Y.2017 Genesee and Orleans Youth Contract as presented and it is approved.

Renewal of P.Y.2018 GLOW Youth Service Provider Contracts

An amended summary of the proposed P.Y.2018 youth contracts recommendation was distributed at the meeting. The GLOW Youth Review Subcommittee reviewed youth performance and budgets and the PY2018 youth proposals. They made recommendation to renew the current youth service providers’ contracts for the proposed budgets and numbers to serve with the exception of Orleans County. It was recommended that Orleans County amend their proposal to serve the same amount of youth as in previous contract for the same amount of funds. Orleans County amended their youth proposal with an increase to serve one more IS youth than in their previous contract. All youth service providers proposed to serve the same or exceeded the amount of youth to serve with the same amount of funding as last year. The GLOW WDB Emerging Worker committee approved the recommendation. **VOTE>** All members present at the meeting were in favor of approving the P.Y.2018 GLOW Youth Service Providers contracts as presented and it is approved.

RFP Proposal	P.Y.2018 Requested Funding Amount/ # Youth to Serve/Cost Per Youth		Difference from Last Year		TOTAL AMOUNT
	Agency	In-School	Out-of-School	IS	
GC Job Development OS	NA	\$115,185 24 (20 new, 4 carryover) @ \$4,799.36 per youth	NA	Serving 1 more youth overall (3 more new OSY and 2 fewer carryover OSY	\$115,185
Livingston County OWD IS/OS	\$8,000 4 (2 new, 2 carryover) @ \$2,000 per youth	\$122,500 42 (24 new, 18 carryover) @ \$2,916.67 per youth	Same	Same	\$130,500
Orleans County Job Development IS/OS	\$7,680 4 @ \$1,920 per youth	\$89,415 25 @ \$3,576.60 per youth	Serving serve 1 more IS youth)	Same	\$97,095

Wyoming Comm. Action OS Only	NA	\$106,250 30 (19 new, 11 carryover) @ \$3,541.67 per youth	NA	Same	\$106,250
IS/OS TOTALS	\$15,680	\$433,350			
TOTAL REQUESTED AND RECOMMENDED	\$449,030				

GLOW WDB Finance Committee Recommendations, Dennis Burke, Chairman

Review GLOW Self Sufficiency Wage Response

At the 3/20/18 GLOW WDB Meeting, it was asked to review the GLOW Self Sufficiency Wage. Dennis reported that the GLOW Services Providers were asked to review. Their response is that it was not needed to raise the self- sufficiency wage as no customer has been denied training based on the current \$20/hour self-sufficiency wage. Jay reported that the Self-Sufficiency Wage policy will be reviewed annually.

P.Y.2018 GLOW One Stop Operator Contract Renewal

The P.Y.2018 GLOW One Stop Operator Budget was included in the P.Y.2018 GLOW Budget Summary. Dennis reported that the Finance committee is recommending renewing the One Stop Operator Contract for Genesee Finger Lakes Planning Council for P.Y.2018 in the amount of \$6,000. **VOTE>** All members present at the meeting were in favor of approving the renewal of the GLOW One Stop Operator contract for Genesee FingerLakes Planning Council for P.Y.2018 in the amount of \$6,000 and it is approved.

P.Y.2017 Budget Modification Requests

A summary of the P.Y.2107 Budget Modification Requests was sent to members in advance of the meeting. Dennis reported that the Finance Committee reviewed and approved the following P.Y.2017 Budget Modification requests:

- Genesee County transferred \$7,000 of PY 2017 DLW to Adult funds to the GLOW WDB. Earlier this year the GLOW WDB transferred the \$7,000 to Genesee to assist in the retention of staff during an Adult revenue shortfall.
- Livingston County transferred \$1,000 of DLW operational expenses to Adult operational expenses.
- Wyoming County Community Action moved \$1,500 of wage and fringe and \$5,100 of operational Adult funds down to participant expenses to cover additional trainings for Adult eligible customers.
- Wyoming County Community Action moved \$3,500 from their DLW operational expenses to participant expenses to cover trainings for eligible Dislocated Workers.

VOTE> All members present at the meeting were in favor of approving the P.Y.2017 budget modification requests as presented and they are approved.

P.Y.2018 WIOA One Stop, GLOW WDB, Grant Recipient and One Stop Operator Staff and Operational Budget Summary

An updated summary was distributed at the meeting. Jay explained that the WCCA Contract renewal must include staff, operational and training budget. The Finance Committee is recommending renewing WCCA Title IB Adult and DLW Contract for P.Y.2018 for \$214,466.63. The Genesee, Livingston, Orleans, GR, and WDB

Staff budgets only include staff and operational expenses. The WDB will be holding the training funds for the services providers to access. **VOTE**> All members present at the meeting were in favor of approving the renewal of Wyoming County Community Action contract for Staff, Operational and Training Budget of \$214,466.63 and the P.Y.2018 WIOA One Stop, GLOW WDB, Grant Recipient staff and Operational Budgets as presented, and the P.Y.2018 WIOA Budgets are approved.

Updates from Jay Lazarony, GLOW WDB Executive Director

Jay noted that NYS has appointed Darren Burdick on the GLOW WDB as the NYS DOL representative who will be replacing Joe Hamm. They decided to make the local DOL Managers WDB members as they are more aware of what is going on in their local area. Darren has been an involved member on two of the GLOW WDB committees and we are happy to have him as a WDB member. Joe was a great member and he will try to stay involved with GLOW and attend meetings when he can.

Jay received resignation notice from Gene Tonucci from Allen Bailey Tag and Label as the company was sold to a Texas firm. Jay reported that Kyle Cleary is no longer with Pro-Mech and the latest that he heard, but cannot confirm, is that Pro-Mech has closed their doors. Ryan noted that Pro-Mech had been in discussion with PDI and PDI has assured they will continue running the programs in that location so there be may some affiliation with them under a new umbrella.

Jay reported that NYS DOL has a large amount of DLW money and will be offering DLW grant funds that will allow WDBs to transfer the DLW grant funds in place of P.Y.2017 DLW funded customers. They identified 285 DLW customers and 685 RSEA customers in GLOW. This will make P.Y.2017 local DLW funds available for P.Y.2018, which could be transferred to Adult funds if needed. The DLW allocation was decreased for P.Y.2018. GLOW is planning on applying for these grant funds, which needs to be done by 6/30.

Jay will be attending a Consolidated Funding Application workshop for a grant to utilize connecting training programs and businesses. Any businesses or training providers interested in being a part of this grant, please let him know. This will bring additional funds into glow. It is due in late July.

Jay shared a positive message from a parent about what a difference the Livingston County youth program is making for their youth. Jay wanted to share as we get so caught up in numbers and performance and it's nice to know the work and quality of these programs really help our customers.

Norb reported that the By-Laws have been devised to be able to apply for 501c3 incorporation and sent to CEOs and GLOW WDB Executive Committee for review. The next step will be to meet with the GLOW CEOs to establish applying for 501c3 incorporation. This will allow more opportunities to apply for grants. He will keep everyone updated.

Member/Attendee Go Around

Mary Williams, Orleans Community Health – They are in the process of getting affiliated with their partnership with Rochester Regional Healthcare. They are always hiring for RNs and CNAs.

Scott Gage, Genesee County Job Development Bureau – There has been a lot of employer recruitments – there are over 1,000 job openings. This has been a big part of their business as employers are looking for skilled workers and/or customers looking to upgrade their employment. He projects to be 85% expended with Adult Funds and over 90% with DLW funds by end of June. For the youth program, he is projecting to exceed their numbers - his Youth Counselor is new just this past year but is very pleased with the progress she's made.

Jim Pierce, Wyoming County Economic Development- He reported hearing the constant need for skilled workers from businesses (machinists, welders, entry level people) so they collaboratively held a meeting with Chamber of Commerce, GCC, DOL, GLOW WDB, BOCES (workforce and training providers) to discuss this common issue. The result was the need of a good assessment of what the needs are. They developed a survey and results are coming in – the hope is to utilize that data to apply for a grant to assist this issue. He will keep you posted.

Darren Burdick, NYS DOL - He reiterated that employment recruitments have increased in all of the GLOW centers. He reported that the NYS DOL have begun a pilot project regarding partnership with the Commission For the Blind and the GLOW offices to collaborate services and it is successful so far.

Doug Berwanger, Wyoming County Board of Supervisors – The Wyoming Hospital continues to improve – hired a new HR Director with great healthcare experience.

John Cima, Genesee Valley Partnership for Education – They just started LPN program out of the Rochester Tech Park with 36 students. There are 2 CNA classes finishing up soon and more classes will be starting. The CDL program continues to be strong. They are looking at a CNA/HHA dual certificate program to meet a need in Monroe County and will be offering at both GVEP and Monroe 2 BOCES. The first class of the Precision Machining in Batavia will be graduating with 10 students in June and they will offer more classes in the fall and spring. They are also looking into running a Diesel Mechanic program.

Chuck DiPasquale, Genesee Valley Partnership for Education – They did a consolidated EPE application with Monroe 1 and 2 BOCES and Wayne Finger Lakes BOCES, which is something new, as they try to share and provide better resources. They are looking at setting up an affiliation with Marquart for a Diesel Mechanic program for the Adult Ed population with the possibility implementing CDL into the program.

Reid Smalley, GCC BEST Center – Last week they had their Precision Agriculture Day with 13 schools for 120 high school students. The Mechatronics program starts again in the fall with Phase I course. He sent out a survey for skill needs. GCC has its annual commencement on Sunday.

Vanessa Tabone, Rochester Works - Finger Lakes Hired – They did receive a no cost extension on their grant which will go through July, 2019. They met with John Troy from RTMA, who is an intermediary for apprenticeships – they hope to collaborate with businesses assisting with funding for apprenticeships. Thank you for all of the GLOW offices who have been referring job seekers and businesses to Finger Lakes Hired staff.

Kathryn Ribbeck, OATKA Milk – Their business is growing and doing construction on expansion. They are struggling to find workers (entry level production/entry level office).

Dennis Burke, Liberty Pumps - March was their biggest sales ever with April being the second. They are struggling to find workers – hiring high school/college students for the summer even if for short term or long term as well.

Beth Caton, WCCA – This was a big year for training with over 50 people in various occupational areas. Their students in the current CNA program will graduate soon as well as students in the FastTrac program. They are currently focusing on the youth summer employment program. They are enjoying their new Executive Director, Rose Shader, who was a previous WIB member years ago.

Staci Everetts, Claims Recovery Financial Services – They are still recruiting – application flow isn't what it used to be.

Kelly Kiebala, Orleans JDA – They have been working on increasing their youth enrollments, which are now up to 13 enrolments. They have four students graduating from the CNC program. They are working on a Pilot program for out-of-school youth with BOCES in July. They started Leadership Orleans this year and will have a community health day in June.

Chris Luly, ACCES – They have hired new ACCES VR Counselor, Bill Olewniczak, who will be covering Genesee and Wyoming Counties.

Tim made the motion to adjourn the meeting at 5:20 p.m.; Darren seconded the motion; all members present at the meeting were in favor, and the motion was carried.

Thank you to everyone for coming to the meeting.

Next Meeting: Annual Dinner Meeting, Tuesday, June 19, 2018, 4:30 – 6:00 pm at