



GLOW Workforce Development Board Meeting

Genesee Community College, Room T121

1/17/23 Approved Meeting Minutes

Members Present: Norb Fuest, Appletree HR and Safety Consultant; Darren Burdick, NYS DOL; Bethanne Guest-Bergum, ACCES-VR; Rae Frank, Independent Living; Patti Fales, BMP America, Inc.; Molly Haungs, LandPro Equipment; Steve Hull, Morton Salt; Lori Bush, Finger Lakes Cookie Company; Dan Ireland, Regional Health/UMMC; Holly Mitchell, Advanced Rubber Products; Shawn Pollock, Nortera Foods; Jim Pierce, Wyoming County Economic Development (connected to Zoom for the PY2023 GLOW WIOA RFP Recommendation due to technical issues)

Excused: Tom Thomas; Robert Sotir; Holly Nenni

Non-Members: Kelly Kiebala, Orleans County Job Development; Beth Caton and Carrie Johnson; Wyoming County Community Action; Ryan Snyder, LC Office of Workforce Development; Teresa Van Son, GC Job Development;

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

CEOs Excused: Rochelle Stein, Ken DeRoller

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.

Voting on New Member, Jennifer G. Wakefield

The nomination for Jennifer G. Wakefield, GCC BEST Center, was sent to members prior to the meeting.

Steve Hull made the motion to approve Jennifer G. Wakefield, Executive Director, GCC BEST Center to represent Higher Education replacing John McGowan, who has retired; Dan Ireland seconded the motion; all members present were in favor of the motion, and the motion was carried. Welcome Jennifer!

Approval of Draft GLOW WDB Meeting Minutes of 9/20/22

The 9/20/22 GLOW WDB Meeting minutes were sent to members prior to the meeting. Lori Bush made the motion to approve the 9/20/22 minutes as presented; Holly Mitchell seconded the motion, all members present at the meeting were in favor, and the motion was carried. The 9/20/22 GLOW WDB Meeting minutes are approved.

GLOW Performance Report

Jay presented an updated report from the one that was sent to members, which is as of today. He noted that this is the halfway of program year. He reported 55 GLOW New Youth Enrollments with a contract of 103 and 61 youth were carried in as active in work experience, career services, and youth incentives that youth can earn for obtaining a credential or employment. GLOW has approved 91 trainings already for a contract of 93 for the year. Additional ARPA funds as well as using Adult to DLW, ER-NDWG, helped to meet the demand of these training. CDL and Healthcare are the top demands for training.

Finance Committee Recommendations

Amended PY2022 GLOW Budget

The Finance Committee approved the budget with a change in ARPA funds from \$275,000 to \$225,000 and \$25,000 in Supportive Services as presented.

Go Around

Rae Frank, Independent Living of Genesee Region – They applied and receiving money from the Dana and Christopher Reeve Foundation to purchase portable, foldable ramps to give to individuals with disabilities in the GOW area. They will be from the loan closet of a 90 day period or possibly extended longer. Another financial resource to pay for a ramp. They will be sending out information. Anyone can stop in and grab PPP, Narcon, Recyclable bags that dissolve medication.

Lori Bush – Has a new position as Organ Procurement Coordinator with U of R Finger Lakes Donor Recovery Network.

Kelly Kiebala, Orleans County Job Development – She has two new staff members, Megan Gentile, Employment and Training Counselor and Rose Albone, Program Assistant, Pam Denson has moved up to Coordinator. A lot of activity and training requests.

Beth Caton, Wyoming County Community Action – They are working on a spring job fair with Wyoming County Chamber. Received some referrals for potential CNA to attend class in Livingston County. The next Fast Trac program is in March and they have 2 interested so far with more to come.

Shawn Pollock, Nortera Foods – They officially changed their name from Bonduelle to Nortera Foods as of 11/1/22. They are working on new demos and looking at 3 new acquisitions in US – no announcement yet. They are super busy and looking for HR Manager at Brockport facility. Looking forward to another busy year and helping out the community!

Molly Haungs, LandPro Equipment – They opened first Wyoming County store to support the ag parts and service needs. They closed Alexander store in December and Oakfield store closing at end of January. They are working on their new Batavia location with a few delays with construction but will open in February in limited

capacity and a huge grand opening in May. They are launching their own apprenticeship program with the hope of doing NYS Apprenticeship program in the future. They have recruitment efforts for technicians.

Becky Ryan, Wyoming County Board of Supervisors – She welcomed Molly for LandPro store to Wyoming County especially Warsaw!

Ryan Snyder, LC OWD – He recognized Jennifer Wakefield and GCC for launching the CNA program in Livingston County. They are busy and a lot of training.

Steve Hull, Morton Salt – They have finally caught up on hiring hourly positions. They have two openings with salary positions: Clerical and Electrical Technician. Aside from trying to find truck drivers to get product out of the warehouse, business is doing very well.

Dan Ireland – Rochester Regional Health/UMMC – They are always looking to hire but it has stabilized a bit locally. The Batavia Medical Campus will open in June, which will free up space for to bring in other services. The Healthy Living Campus will open in 2024. Jay noted that UMMC is a platinum sponsor for GWYH Healthcare!

Patti Fales, BMP – They are doing some hiring and able to fill some slots and hopefully launch and procure some new customers they will do more hiring.

Darren Burdick, NYS DOL – Unemployment is low. The career centers are seeing increase in customers but still lower than pre-pandemic. They have launched a virtual career center that staff can interact with customers or customers can use it on their own such as job matching using artificial intelligence, which does a great job! They are in final testing launching new unemployment system with a 40 year update launching in late fall.

Teresa Van Son, GC Job Development – They are having Job Fair on 1/31/23 with a lot of businesses signed up.

Bethanne Guest-Bergum, NYS Adult Career and Continuing Education Services (ACCESS) – Mary Tryzinski is retiring this month. They are changing their software system for case management which will be a different billing system for vendors beginning in April and will be a transition.

Holly Mitchell, Advanced Rubber Products – They won Wyoming County Large Business of the Year from Wyoming County Chamber of Commerce. Their re-shoring efforts are paying off as they recently received \$1 million order from First Energy in the Northeast to provide cut out switches. They have placed a \$1 million order for capital equipment and expect to hire more people in the future.

Norb said it's nice to see Jay moving around and acknowledged Michele for doing a great job while Jay was out!

Jay asked anyone who is planning on responding to the PY2023 GLOW WIOA RFP, will need to leave the meeting. Anyone who votes on the RFP will be disqualified from applying. Teresa Van Son, Ryan Snyder, Kelly Kiebal, Beth Caton, Carrie Johnson and Becky Ryan left the meeting.

PY2023 GLOW WIOA Title IB Adult, Dislocated Worker, and Youth Services RFP

The PY2023 GLOW WIOA RFP was sent to members prior to the meeting. Jay reported that after it was sent out to members, we received guidance from NYSDOL to add the following on page 1 and 2:

“with an option to renew the contract for three years based on funding availability and performance”

TYPE OF CONTRACT AND AVAILABLE FUNDS

GLOW plans on awarding up to four (4) contracts with between \$1.1 to 1.3 million for Title I B Adult, DLW, and Youth services to cover salary/fringe, basic operations, staff development, and administrative costs. The contracts may be a consortium or a single entity. If fewer than four contracts are awarded, the award amounts will be adjusted to allow GLOW to award the full amount. All Training and Supportive Service will be held by the GLOW WDB. Reimbursement is on a cost basis.

The costs for Anticipated Funding Award Range for Staff and Operational Costs Per County

COUNTY	ADULT/DLW	YOUTH	TOTAL
GENESEE	\$180,000 - \$210,000	\$102,000 - \$118,000	\$282,000 - \$328,000
LIVINGSTON	\$245,000 - \$284,000	\$120,000 - \$134,000	\$365,000 - \$418,000
ORLEANS	\$190,000 - \$220,000	\$79,000 - \$91,000	\$269,000 - \$311,000
WYOMING	\$167,000 - \$194,000	\$85,000 - \$98,000	\$252,000 - \$292,000
GLOW	\$782,000 - \$ 908,000	\$386,000 - \$441,000	\$1,168,000 - \$1,349,000

The contract range amount listed is not an absolute, but rather represents the range of anticipated contract amounts. The contract range is being offered solely to give parameters and guidelines to potential bidders. If contracts are granted or extended, the amount awarded may increase or decrease proportionally based on funding availability.

Jay reported he expects about the same allocation as last year – possibly a 2% increase. Jay presented the changes that were highlighted. NYSDOL wanted a break out estimated award for each county along with each funding source. Jay noted he did Adult and DLW funds together so that there is more flexibility for funds to be moved around due to unforeseen situations that may happen, e.g. layoffs, etc. Norb noted that the Finance Committee approved the RFP at their meeting and then more guidance came from NYSDOL, which we believe is in our best interest. **VOTE**> Dan Ireland made the motion to approve the PY2023 GLOW WIOA Services RFP as presented; Jim Pierce seconded the motion; all members present at the meeting were in favor, and the motion was carried. The PY2023 GLOW WIOA Title IB Services RFP is approved and will be released on 1/19/23.

Jay asked for members who may be interested to serve on the RFP Team to review and evaluate the proposals.

GLOW with Your Hands – Jay Lazarony, GLOW WDB Executive Director

The GWYH Healthcare event for GLOW school students is on Friday, 3/24/23 at GCC. Anyone who would like to volunteer can sign up on the link at <https://www.glowwithyourhands.com/healthcarevolunteers>. The GWYH Manufacturing event for GLOW students is on 9/26/23 where people can sign up to be a vendor or volunteer. There are two groups that coordinate these events by Angela Grouse of LC Education Alliance (LCEA) and Karyn Winters of GC Business Education Alliance (GCBEA)

Darren Burdick made the motion to adjourn the meeting at 5:15 pm; Steve Hull seconded the motion; all members present at the meeting were in favor and the meeting adjourned at 5:15 pm.

NEXT MEETING: Tuesday, March 21, 2023, 4:30 pm