

GLOW Workforce Development Board Annual Dinner Meeting Minutes 6/19/18

Terry Hills Restaurant, Batavia

Members Present: Tim Anderson, Walsh Insurance; Dennis Burke, Liberty Pumps; Darren Burdick, NYS DOL; John Cima, GVEP; Karl Drasgow, Drasgow, Inc.; Stacy Everetts, CRFS; Norb Fuest, Appletree HR and Safety Consultant; Bob Molisani, Caledonia-Mumford School District; Jim Pierce, Wyoming Economic Development; Kathryn Ribbeck, OATKA Milk Cooperative; Dave Rumsey, Genesee County DSS; Reid Smalley, GCC- Best Center; Mary Williams, Medina Healthcare System

Excused: Chris Luly; Kellie Kennedy, John Nappa; Tim Winters

Non-Members: Mary Guldenshuh and Kristine Langless, Livingston County OWD; Scott Gage, GC Career Center; Kelly Kiebal, Orleans County Job Development; Rosemary Shader and Beth Caton, Wyoming County Community Action; Barb Deike, NYS DOL; Joe Hamm, NYS DOL; Annette DiPalma and Vanessa Tabone, Finger Lakes Hired; Jay Gsell, Genesee County Manger; Donna Samit, Spectrum; Lori Bush, Finger Lakes Cookie Company

CEOs/Representative Present: Ken DeRoller, Orleans County CEO Representative; Doug Berwanger, Wyoming County Board of Supervisors CEO

CEOs Excused:

Staff Present: Jay Lazarony, Michele Nichols

Welcome and Introductions

Norb called the meeting to order at 5:15 p.m. There was a quorum at the meeting.

Minutes of 5/15/18 GLOW WDB Meeting

Mary Williams made the motion to approve the 5/15/18 meeting minutes; Dennis Burke seconded the motion, all GLOW WDB members present at the meeting were in favor, and the motion was carried.

GLOW WDB Youth Work Experience Policy – Dennis Burke, Finance Committee Chairman

An amended policy was sent to members prior to the meeting. **VOTE>** All members present at the meeting were in favor of approving the GLOW WDB Youth Work Experience Policy as presented and it is approved.

Amended GLOW ITA Policy – Dennis Burke, Finance Committee Chairman

An amended policy was sent to members prior to the meeting. **VOTE>** All members present at the meeting were in favor of approving the amended GLOW WDB ITA policy as presented and it is approved.

GLOW WDB Special Youth ITA and WE Policy for P.Y.2018

The policy was sent to members prior to the meeting. **VOTE>** All members present at the meeting were in favor of approving the GLOW WDB Special ITA and WE policy as presented, and it is approved.

Recommendation to Disburse WIOA Adult and Dislocated Worker Funds for P.Y.2018, Norb Fuest, GLOW WDB Chairman

An amended recommendation to disburse WIOA Adult and DLW Funds for P.Y.2018 was sent to members prior to the meeting. **VOTE>** All members present at the meeting were in favor of the recommendation to Disburse WIOA Adult and DLW Funds for P.Y.2018 as presented, and it is approved.

Recommendation for Local Grievance Officers and Hearing Officer for WIOA Non-Criminal Complaints/Grievances

The recommendation for Local Grievance Officers and Hearing Officer for WIOA Non-Criminal Complaints/Grievances was sent to members prior to the meeting. Jay reported that we were required to submit Local Grievance Officers and Hearing Officer for GLOW to NYS DOL by 5/30/18 and have voted on at this meeting. He noted that he is requesting for him to be able appoint a new person if there is a change in the Grievance Officers. **VOTE>** Dennis Burke made the motion to approve the recommendation as presented; Darren Burdick seconded the motion; all members present at the meeting were in favor of approving the Recommendation for Local Grievance Officers and Hearing Officer for WIOA Non-Criminal Complaints/Grievances as presented, and it is approved.

New GLOW WDB Member Nomination

The nomination form for Lori Ann Bush of Finger Lakes Cookie Company was sent to all members for review to replace Gene Tonucci who has retired. **VOTE>** Bob Molisani made the motion to approve Lori Ann Bush of Finger Lakes Cookie Company as a GLOW WDB member; Mary Williams seconded the motion; all members present at the meeting were in favor of approving Lori Ann Bush of Finger Lakes Cookie Company as a GLOW WDB Member and is approved.

P.Y.2018 GLOW WDB Slate of Officers

The Slate of Officers was sent to members prior to the meeting. Norb asked if there were any other nominations from the floor and there were none. **VOTE>** All members present at the meeting were in favor of the GLOW WDB Slate of Officers for P.Y.2018 as presented and is approved for:

Norb Fuest of Appletree HR and Safety Consultant for GLOW WDB Chairman

Dennis Burke of Liberty Pumps for GLOW WDB Vice Chairman

Dave Rumsey of Genesee County Department of Social Services for GLOW WDB Secretary

Orleans County Job Development Agency summary of Budget Request Modifications, Jay Lazarony, GLOW WDB Executive Director

Jay presented the following budget modifications for Orleans County Job Development Agency that will be a stand-alone recommendation as the final requests were not able to be presented to the Finance Committee:

- Orleans County Job Development Agency transferring \$15,000 from DLW Wage and Fringe to DLW Participant Expenses for ITA's
- Orleans County Job Development Agency transfers \$3,000 DLW Supportive services to DLW ITA's (no change in cost category)
- Orleans county Job Development Agency transfers \$650 from other operational expenses to Rent, Utilities, and Maintenance (no change in cost category)
- Orleans County Job Development Agency transferring \$3,000 from Adult Participant Expenses to Adult wage and Fringe.
- Orleans County Job Development Agency transferring 3,000 from Adult Participant Expenses to Adult Operational Expenses (2,000 in other Operational and \$1,000 to Rent, Utilities, and Maintenance.

VOTE> Dennis Burke made the motion to approve the Orleans County JDA budget modifications as presented; Darren Burdick seconded the motion; all members present at the meeting were in favor, and they are approved.

GLOW WDB Executive Director's Annual Report

Jay presented what the GLOW WDB has accomplished this past year in P.Y.2017, which includes:

- The execution of the GLOW Memorandum of Understanding with all Partners for Part I and have completed Part II, the MOU Infrastructure, and submitted to NYS DOL for review and signatures.
- GLOW secured Genesee Finger Lakes Regional Council as the One Stop Operator for continuous improvement, which includes a pilot for a referral process between partners to identify co-enrollments and a seamless process of services. During the next year, there will be a roundtable identifying all partners programs for more efficient services for customers.
- The first Request For Proposal was done for Wyoming County WIOA Title IB Adult and DLW services and was contracted with Wyoming County Community Action. WCCA did an excellent job and had a very successful year.
- Earlier in the year there was discussion on the possibility on recapture of funds due to underspending. The spending requirement is 80%. Jay is happy to report that he sent out the GLOW Spending Tracker as of May, 2018, which shows spending percentages of:
 - Adult – 81.92%
 - DLW – 73.96%
 - Also an Additional \$47,000 of DLW to Adult, which was part of recapture funds from P.Y.2016, was 100% spent on participant training.
- Jay thanked all of the GLOW Service Providers, Darren, DOL Manager, and all partner staff for providing great services.
- The WDB will apply for a Consolidated Funding Application (CFA) grant to provide precision machining training through GV and identifying employers to hire upon completion of training.
- Literacy West secured \$500,000 for the Adult Basic Education, Literacy Zone from the Title II Adult Education grant.
- The TANF Summer Youth Work Experience programs will be starting soon, which are run by the GLOW Career Centers – if you are interested in having a youth for work experience, please contact them.
- Jay thanked all the members and partners and Michele and Kristine for assisting him during this past year. He thanked Norb for always being there and he couldn't ask for a better chairman for this board!

Norb thanked Jay for getting things moving in the right direction! He thanked Tim for chairing the new Emerging Worker Committee and Dennis for leading the Finance Committee on some challenging issues. Norb noted that he sees the future of greatest money is applying for grants after becoming a 501c3. We are in process of working with the CEOs and WDB Executive Committee to establish this corporation.

Norb recognized Dave Rumsey for doing a great job as the Youth Council Chair for the past two years. He also thanked Joe Hamm for his involvement on the GLOW WDB for the past 8 years, which Darren Burdick will now represent. Norb recognized RZ Lampley, who was one of union representatives on the GLOW WDB, who recently passed away.

VOTE> Dennis Burke made the motion to adjourn the meeting at 5:45 p.m. and Bob Molisani seconded the motion, all members were in favor, and the motion was carried.

Next Meeting: Tuesday, 9/18/18, 4:30 – 5:45 pm at GCC, Batavia - Room T102.