



## **GLOW Workforce Development Board Meeting Genesee Community College, Room T121 9/16/25 Approved Meeting Minutes**

**Members Present:** Heather Allaire, Graham Manufacturing; Norb Fuest, Appletree HR and Safety Consultant; Patti Fales, BMP America, Inc.; Kristin Grose, Orleans Community Health; Heather Heiniman, Barilla; Holly Mitchell, Advanced Rubber Products; Brittany Minster, Coast Professional; Darren Burdick, NYSDOL; Rae Frank, Independent Living; Holli Nenni, Orleans County DSS; Jim Pierce, Wyoming Economic Development; Robert Sotir, Bricklayers and Allied Contractors; Tom Thomas, Lapp Insulator/Union Representative Local 81495;; Amanda Wylucki, ACCES-VR

**Excused:** Molly Haungs, Dan Ireland, Jenny Mulrain, Shawn Pollock, John Cima, Jennifer Wakefield,

**Non-Members:** Vicky Tiebor, Wyoming County Community Action; Kelly Kiebala, Orleans County Job Development, Kurt Meichtry, Labor Market Analyst with the EOL Finger Lakes Region; Chris Suozzi, GCEDC

**CEOs/Representative:** Ken DeRoller, Orleans County Representative

**CEOs Excused:** Shelly Stein, Becky Ryan, David LeFeber, Lynne Johnson

**Staff Present:** Tracy VanVleck, Michelle Williams, Kristine Langless

### **Welcome and Introductions**

Norb called the meeting to order at 4:33 p.m. There was a quorum at the meeting.

### **Approval of Draft GLOW WDB Meeting Minutes of 6/17/25**

The 6/17/25 GLOW WDB Meeting minutes were sent to members prior to the meeting. **VOTE>** Holly Mitchell made the motion to approve the 6/17/25 minutes as presented; Patti Fales seconded the motion, all members present at the meeting were in favor, and the motion was carried. The 6/17/25 GLOW WDB Meeting minutes were approved as presented.

## Approval of New Board Member

The recommendation was sent to members prior to the meeting. Amanda Wylucki is being recommended to become the new ACCES-VR Workforce Representative on the Board. **VOTE>** Darren made the motion to approve Amanda Wylucki to represent ACCES-VR for the GLOW WDB; Holly seconded the motion, all members present were in favor, and the motion was carried.

## Approval on PY 2025 Budget and Budget Transfers

A copy of the GLOW WDB Budget Proposal 9/10/25 with Updated Allocations was sent to members prior to the meeting. The preliminary budget was approved in June. Tracy reported the changes to the budget were due to decrease in youth funds and therefore an increase in DLW funds and Adult Funds were made to ensure that the contracts were whole so no provider had a decrease in overall funds. Kristine was able to make these changes with the funding, so all counties would get the full amounts approved as previously approved in the Contract renewals. Kristine discussed the budget transfers and provided a summary of the budget amendments to make members aware. **VOTE>** Darren made the motion to approve the PY 2025 Budget as presented; and Holly seconded the motion, all members were in favor, and the motion was carried.

## PY2025 Approval to Transfer Funds from DLW to Adult (D2A)

This recommendation gives the GLOW WDB Director permission to transfer up to 100% between Adult and Dislocated Worker Funds. It was explained that the GLOW WDB Director and staff would update the board when any of these transfers were to occur. **VOTE>** Holly made the motion to approve Blanket Approval for Transferring of Funds from DLW to Adult (D2A); and Patti seconded the motion, all members were in favor, and the motion was carried.

## Tracy's Update

- ❖ Tracy shared information about an event at the BEST Center scheduled for October 1<sup>st</sup>, which aims to engage local manufacturing companies. The BEST Center needs manufacturing companies from the region to attend. Attendees can register via the QR code on the flyer which is attached to the board meeting minutes.
  - Date: October 1st
  - Time: 9:00-3:00 (lunch included)
  - Location: GCC BEST Center
  - Fee: \$0 Sponsored by FANUC
- ❖ Tracy noted the upcoming fiscal review with the FOTA will begin October 2<sup>nd</sup>, which will be the entrance meeting and usually takes about 5 weeks and 45 days to make corrections.
- ❖ Tracy highlighted the completion of the regional plan sent to DOL and also on the GLOW WDB Website, <https://www.glowworks.org/>
- ❖ Discussed ongoing efforts to secure funding and improve transportation and childcare services in the region.
- ❖ Glow With Your Hands event is on September 30<sup>th</sup>, with a prep day on the 29<sup>th</sup>. The Commissioner of DOL is coming, which is exciting. Still waiting to hear confirmation from the Commissioner of Agriculture.
- ❖ Met with FOTA last week about incentive funds and they are pleased with how we're spending them.
- ❖ If any grants come through, they will be sent to the Board. Grants that Tracy is noticing, are mainly for startup funds for businesses, but actively looking.
- ❖ Tracy advised of her continuation with the On-Ramp program initiate. Tracy noted that she is expressing concern to the steering committee regarding transportation and childcare due to the facility being located in Rochester. Tracy also indicated that she wants to ensure equity of funding and services due to the GLOW rural area and funding being allocated based on population and other factors.
- ❖ Updating the Partner Referral form due to new mandates through DOL.

- ❖ Tracy will be attending the NYATEP Conference in October and in November she will be attending a conference for all new WDB directors, 13 new directors were hired in the last three years.
- ❖ LPN program has been pushed back, needing 32 participants, originally 16. This would ensure that we have an LPN program in the Mount Morris area. Currently those seeking this training need to go to Rochester or Batavia when those classes occur. We will continue to try to work with BOCES to provide this program.
- ❖ Concentrating heavily on the youth work experience this fiscal year and to make sure were spending 20% as that can be an ongoing concern across the state.
- ❖ The nine Finger Lakes Region is engaging in a Regional Partnering with the Western region including Erie county for the New York Achieve grant opportunity. This grant will provide for more training and workforce development funds, and could be up to \$75 million dollars.

### Updates from Members

**Heather Allaire, Graham Manufacturing** - reported that they are experiencing growth and have several key positions open, including a deputy, a general manager and HR generalist. She noted the company's success with green products, upcoming visit from a Navy captain and a brand-new building in place.

**Tom Thomas, Lapp Insulator** - reported the need for skilled trades in the region, and are expanding and adding 2<sup>nd</sup> and 3<sup>rd</sup> shifts, with a handful of jobs available.

**Kurt Meichtry, Labor Market Analyst with the EOL Finger Lakes Region** - reported that he is taking over for his predecessor who has retired. Just released the new employer projections for the nine county Finger Lakes region and can get that information available if needed.

**Holly Mitchell, Advanced Rubber Products**- was proud to announce that they are at their highest sales record month for August. The team has been working very hard. The tariffs have been beneficial for new and existing customers bringing product back from China and India and molding it right here in the village of Wyoming. Looking to hire a 3<sup>rd</sup> shift Quality Tech position and transportation concerns, especially when an operator is out sick.

**Ken DeRoller, Orleans County Representative** - highlighted the ongoing challenges in rural counties, such as declining demographics and job participation. He is leading a housing task force that recently held a symposium with 80 participants to discuss housing shortages and affordability, Ken also mentioned collaboration with the United Way of Orleans County and the hiring of a consultant to further these efforts.

**Chris Suozzi, Business & Workforce Development** - shared insight from his recent meeting with the new leadership team regarding workforce development programs. He highlighted the success of the mechatronics program and the inclusion of welding in the summer pre-apprenticeship program, which Graham has actively participated in. Chris stressed the necessity for more businesses to take advantage of these programs to foster career alignment for youth. He also reported that the mechatronics program has graduated 25 students annually, but demand has now outstripped capacity. Chris mentioned that \$700,000 of economic development money was invested into BOCES. He introduced the ACT work-ready community initiative, which allows high school students to earn digital badges through testing, enhancing their employability. The program aims to engage local counties and businesses to support workforce development. Chris also highlighted the significant wages in the trades, mentioning the need to connect younger individuals with these opportunities. Announced the development of a testing center with Genesee Valley BOCES, hoping to start in the next few months.

**Amanda Wylucki, ACCES-VR** - introduced herself, as she is the new Workforce Representative on the Board. She is a senior counselor at ACCES-VR, assisting individuals with disabilities from young adulthood all the way through adulthood. She also expressed her readiness to assist in linking individuals with employment.

**Robert Sotir, Bricklayers and Allied Contractors** - detailed the benefits of their apprenticeship programs. They spend about \$10,000 a year covering membership costs. Cover many branches of masonry trades such as bricklaying, tile setting, masonry restoration and concrete finishing and looking for experienced workers. They have hired some of the best trainers and instructors. His workers get top safety and training and cover 24 counties, with each region having their own branching program, office.

**Darren Burdick, NYSDOL**- shared the latest unemployment statistics, highlighting that Genesee County's rate has decreased to 3.1%, which was 3.3% in July of last year. The current New York State unemployment rate is 4% which has remained substantially below the state unemployment rate. He introduced a new workforce scheduling tool that enables individuals to schedule appointments at the Career Center through the ny.gov portal. Additionally, he mentioned that the outdated unemployment system will be replaced with a new system set to launch in spring 2026. Darren provided an update on the Teacher Ambassador Program, emphasizing its role in connecting educators with Local businesses. He observed that many teachers and guidance counselors lack workforce experience, which has made them appreciate the program's opportunities. This initiative aligns with discussions on improving workforce access for better decision-making. Appointed Susan George as the new supervisor for Warsaw, effective September 25<sup>th</sup>.

**Rae Frank, Independent Living** – shared information about upcoming events organized by Independent Living, including a landlord appreciation breakfast on October 1<sup>st</sup> at the Batavia Country Club at 8:30. The landlord breakfast aims to engage current and potential landlords in the rapid rehousing program. They are also seeking new landlords that want to come and learn more about the program. Announced the HUD grant to help individuals through rapid rehousing that will pay for their rent and security deposit. “Meet the Candidates” event on October 21<sup>st</sup> from 11:00 to 1:00 at the Independent Living location. Furthermore, a press release was sent out to find a community space for a Cold Night Café, which will offer shelter and resources during the winter months. It will be open from 8:00 p.m. until the following morning. Oak Orchard provides all the staffing and it will run from November 1<sup>st</sup> till the end of March or early April.

**Kelly Kiebala, Orleans County Job Development** – reported on an upcoming job fair in Medina at the YMCA with about 22 businesses and acknowledged the support from Rae Frank's organization for their family-centered services program. Pete Anderson is their new Youth Program Navigator. Kelly also mentioned the new cohort start at CNC Technical Solutions in Medina in phase two, funded by the OSWD grant through New York State.

**Vicky Tiebor, Wyoming County Community Action** – reported that they had 33 youth in this year's summer program, Matt sill has a number of youth working through the end of September. He thinks about 6 of the youth secured employment as a result of their participation in this year's program. OTDA visited our county this summer, to monitor the Wyoming County Program. We received good feedback from them and a positive report. Vicky announced that they have a job fair scheduled for Tuesday, September 23<sup>rd</sup> at the Valley Chapel in Warsaw. They are co-hosting the event with Wyoming County Chamber, 27 businesses are registered to attend. Mark has been working with Wyco Construction, who have a number of employees that need their CDL driver's license. One employee has been approved for training, with possibly more additional requests coming. The fall Fast Trac Entrepreneurial program held at the Wyoming County Business Center began at the end of August. Five candidates applied for WIOA funding and were approved.

**Jim Pierce, Wyoming Economic Development**— announced his retirement at the end of November, reflecting on his years of service and the importance of workforce development. Thanked Norb for his leadership and guidance.

**Brittany Minster, Coast Professional**— mentioned open positions at Coast Professional in their Geneseo location and other openings outside of that. Also mentioned an upcoming open house in Perry to gauge interest in a new building.

**Norb Fuest, Appletree Consultant/WDB Chairman** – announced a meeting in Albany that he will be attending on October 1<sup>st</sup> for the State Workforce Investment Board. Hoping to learn more about the federal funding and developing programs such as AI and how that will benefit the workforce. Thrilled to see the number of people coming to the GLOW With Your Hands event and if the Agriculture Commissioner will be attending.

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

**NEXT MEETING: DECEMBER – ANNUAL BREAKFAST MEETING; DATE AND LOCATION TO BE DETERMINED**