

EXECUTIVE COMMITTEE

JANUARY 2, 2013

11:00 A.M.

WIB OFFICE CONFERENCE ROOM

PRESENT: M. Coldren, A. Pedersen, J. McPheeters, P. McKee , M. Stamm
EXCUSED: C. Haynes, A. Hendrix, L. Patz
STAFF: J. Mattick, J. Luu

CALL TO ORDER/APPROVAL OF MINUTES

The meeting began at 11:05 a.m.

APPROVAL OF MINUTES

The minutes of November 6, and December 4, 2012 were accepted as written.

TRANSPARENCY POLICY AND ASSOCIATED FORMS

Ms. Mattick distributed the transparency policy. The policy will apply to board members and staff funded by WIA funds. Wording for the policy was taken from federal guidance. The conflict of interest policy applies to WIB and Youth Employment Council members. Ms. Mattick and Ms. Bradac are currently subject to the County's disclosure policy. In the last State governance review, we were cited for not having these policies in place, but the final state letter has not been issued yet.

Ms. Mattick recommended bringing the policy to the full Board for approval in January and have the Youth Employment Council review the materials at their February meeting.

It was Moved by Mr. Pedersen, seconded by Ms. McPheeters and unanimously adopted by voice vote of members present to approve the policies and move them to the full Board for approval.

WIB MEMBERSHIP UPDATE

Brian Warren from Warren Real Estate has expressed interest in participating on the Board. Ms. Mattick will be reaching out to him. Ian Gaffney or Samantha from Emmy's Organics are also interested in participating. Kevin Kersey from Kionix would like to join; however, he is an out-of-county resident and he will need to fill a vacancy when one occurs. At this point the Board is in compliance with the State, but the hope is to get additional private sector participation so this does not become an ongoing issue.

PROGRAM MONITORING – WIA YOUTH, ADULT AND DISLOCATED WORKER – FINGER LAKES WORKFORCE INVESTMENT BOARD

The Finger Lakes Workforce Investment Board recently conducted program monitoring and exit reports at the One-Stop. The process went well for the youth program, however; there were some issues with the OJT's that were done through the Adult and Dislocated Worker programs. Ms. Mattick requested that each OJT that was done be thoroughly reviewed and it is clear that additional training and technical assistance is needed at the One-Stop.

DIRECTOR'S UPDATE/ OTHER

Ms. Mattick did not have any additional updates at this time.

Ms. McPheeters noted the Board might wish to take a position in the coming year about H1 visas. Mr. Stamm stated that attorney's Miller-Mayer have extensive knowledge and could be helpful with this issue.

Ms. McPheeters noted she would provide the overview of the Healthcare Reform Act's impact on businesses at the March WIB meeting, as she will be out of town for the meeting in January.

ADJOURNMENT

The meeting adjourned at 11:45 a.m. The next meeting is scheduled for Tuesday, February 5, 2012 at the Royal Court Restaurant.

Minutes prepared by Jennifer Luu.