

GLOW Workforce Development Board Meeting Genesee Community College, Room T122 9/15/26 Draft Meeting Minutes

Members Present: Heather Allaire, Graham Manufacturing; Norb Fuest, Appletree HR and Safety Consultant; Holly Mitchell, Advanced Rubber Products; Darren Burdick, NYSDOL; Rae Frank, Independent Living; Scott Gardner, Wyoming County IDA Director/Economic and Community Representative; Robert Sotir, Bricklayers and Allied Contractors; Amanda Wylucki, ACCES-VR; Tom Thomas, Lapp Insulator/Union Representative Local 81495; Kristin Grose, Orleans Community Health; Brittany Minster, Coast Professional; Jon Sanfratello, Assistant Superintendent of Adult Education and Workforce at GVBOCES; Carla Mindler, Commissioner at Genesee County Department of Social Services

Excused: Molly Haungs, Jenney Mulrain, Shawn Pollock, Patti Falles, Heather Heiniman, Dan Ireland

Non-Members: Teresa Van Son, GC Job Development; Kelly Kiebal and Kimberly Myers, Orleans County Job Development Agency; Beth Caton, Director of Wyoming County Community Action

CEOs/Representative: Laurie Mancuso, James Brick

CEOs Excused: David LeFeber, Lynne Johnson, Christian Yunker

Staff Present: Tracy VanVleck, Michelle Williams, Kristine Langless

Welcome and Introductions

Norb called the meeting to order at 4:35 p.m. There was a quorum at the meeting.

Approval of Draft GLOW WDB Meeting Minutes of 6/16/26

The 6/16/26 GLOW WDB Meeting minutes were sent to members prior to the meeting. **VOTE**> Rae Frank made the motion to approve the 6/16/26 minutes presented; Holly Mitchell seconded the motion, all members present at the meeting were in favor, and the motion was carried. The 6/16/26 GLOW WDB Meeting minutes were approved as presented.

Finance Meeting Recommendations and Board Membership

The board approved budget modifications and year-end amendments that will increase carryover funds by approximately \$125,931.52, along with the demand occupation list. Members discussed Ken DeRoller's resignation. He served on the GLOW WDB for 12 ½ years and was a great advocate. Kelly indicated a replacement candidate was in progress but not yet approved. **VOTE>** Darren Burdick made the motion to **accept with regret** Ken's resignation; Holly Mitchell seconded the motion; all members present at the meeting were in favor, and the motion was carried. We would also like to welcome Jon Sanfratello, Assistant Superintendent of Adult Education and Workforce at GV BOCES and Carla Mindler, Commissioner at Genesee County Department of Social Services to the GLOW WDB.

Events and Conference Updates

Tracy reminded members that registration through the GLOW VIP list is required for the upcoming Glow With Your Hands (GWYH) Manufacturing event at the Genesee County Fairgrounds on Tuesday, September 29th. She also announced plans to attend the NYATEP Conference in October and will share relevant information at the next board meeting.

Performance, Funding, and Monitoring

Tracy provided updates on performance measures, noting that Beth was correcting data entry errors to meet the 80% requirement, and reported that a waiver for 80% expenditure was approved, allowing unused funds to roll over. Tracy also discussed Department of Labor negotiations, the approved expenditure waiver, expected funding notices, youth budget formulas, and upcoming fiscal and program monitoring.

Statewide Dislocated- Worker Grant and Grant Funds written and submitted

Tracy applied for a NYSDOL -DLW grant (statewide) focused on rapid response for workers affected by business closures. Local workforce areas would receive a proportional allocation if the application funded. Jon Sanfratello discussed regional ACHIEVE grant efforts, including a nice-county application requesting \$23 million for facility improvements, working capital, and mobile career and workforce-training labs. Proposed mobile resources could support career exploration, testing, certificates, online training, and on-site employer training.

Workforce Grant Portfolio

Tracy reviewed large and small grants supporting agribusiness, skilled trades, advanced manufacturing workforce training, personnel, supportive services, and grant-writing assistance. She also described pending and upcoming applications, including a Step-Up Grant, the Lowe's Foundation grant, the clean-energy services application, and a planned KeyBank grant discussion.

RFP Process and Board Presentations

The group discussed establishing the review process for upcoming RFP funding, likely involving the executive committee and a future Zoom meeting coordinated with Norb. Tracy then introduced a plan to feature presentations at board meetings, beginning with the Teacher Ambassador Program.

Teacher Ambassador Program Experience

Rachel Sousley and Marcella Putana introduced themselves and described their teaching roles. They explained that the four-week program combined Department of Labor Zoom sessions, networking, and tours of local employers, expanding teachers' understanding of regional career opportunities. The teachers discussed the importance of exposing students to pathways beyond college, including skilled trades, internships, apprenticeships, and direct employment. Business visits demonstrated that local employers are open to student tours and internships and helped teachers identify a wider range of career options for students. The program included direct conversations with workers and employers, as well as discussion of New York workforce trends, apprenticeships, civil service, labor-market information, and artificial intelligence. Employers emphasized communication, critical thinking, punctuality, teamwork, interpersonal skills and Microsoft Office proficiency. The teachers planned to apply what they learned through career fairs, collaboration with other educators, and classroom discussions. The stated goal is to help all students develop employable habits and skills, whether they enter the workforce, attend college, or pursue another path.

Rae Frank, Independent Living- provided an update on Independent Living's services for people with disabilities, including employment assistance. She announced an upcoming parking lot fundraiser event on Sunday, September 20th from 11:00am – 3:00pm, featuring food, vendors, and raffles, with proceeds supporting practical needs for the people served.

Robert Sotir, Bricklayers and Allied Contractors- discussed masonry-trade apprenticeship programs, recruitment through career fairs, and the value of structured training for workers, contractors, and students. They are always looking for qualified help.

Teresa Van Son, GC Job Development- reported that the SYEP has wrapped up, including five of the students hired by their place of employment, along with supervised community projects designed to build workplace readiness with other students. Teresa also reported that GLOW employees were moved into a distinct county budget subdepartment while remaining under the county umbrella. She also submitted a customized training for HCR Home Care and reminded members that those trainings are available. Wanted to thank Darren and the Career Center partners for helping operate the summer youth program.

Beth Caton, WCCA- reported on a vendor preparation meeting for the GWYH event. The Wyoming County's SYEP served 34 youths with 5 securing employment and 6 enrolling in an out-of-school youth program, entrepreneurial training contracts, and a customized training agreement with Wyoming County Community Health System; serving eight skilled- nursing- facility employees. She also announced a job fair scheduled for October 6th, co-hosted with the Chamber and DOL.

Holly Mitchell, Advanced Rubber Products – reported that management positions are filled and 35% make up for its internal- promotion practices. Holly identified entry-level soft skills, attendance, cell-phone use, transportation and housing as significant challenges for manufacturing employers.

Darren Burdick, NYSDOL- provided updates on a newly appointed associate commissioner, John Schneidawin, for workforce development and invited him to visit the region. He also described the successful summer internship and plans to recruit another intern for the spring, with hiring outreach expected to being in advance because of the lengthy process. Darren discussed the anticipated launch announcement for the new unemployment insurance (UI) system. He also explained that New York State is participating in a federal study of appointment frequency and virtual versus in-person service, with results expected in approximately nine to 10 months.

Heather Allaire, Graham Manufacturing – reported continued growth and hiring. She noted that the company changed its direct labor pay structure for welders and machinists and was continuing to evaluate workforce compensation.

Jon Sanfratello, Asst. Superintendent for Adult Education and Workforce Development at GV BOCES- shared updates on program growth and the search for a new site for their CDL program due to an upcoming capital project.

Amanda Wylucki, ACCES-VR – provided information about their services, including support for students and alternatives to college. She discussed strategies for supporting students after high school, including career exploration, skills development, and paid internships through summer programs.

Laurie Mancuso, Genesee County Legislature- shared her background in manufacturing and was grateful to be a part of the organization's workforce development efforts.

Tom Thomas, Lapp Insulator/ Union Representative Local 81495- highlighted challenges in manufacturing, including high turnover and difficulty retaining younger workers.

Brittany Minster, Coast Professional – reported that Coast is continuing to grow, reaching 1,000 employees though they are still seeking collection staff at their Geneseo location.

Carla Mindler, Commissioner at Genesee County Department of Social Services – provided updates on county job opportunities under the HELP program and discussed changes to ABAWD waiver requirements and upcoming Medicaid work requirements.

Kelly Kiebala, Orleans County Job Development Agency- provided updates on the Summer Youth Employment Program, which served 42 youth, and mentioned an upcoming Orleans County transition meeting on October 8th. Kelly also announced an upcoming job fair on October 15th at the YMCA in Medina and noted progress on customized training agreements with The Villages.

Scott Gardner, Wyoming County IDA Director/Economic and Community Representative – updated on the completion of the Business Accelerator Academy and Wyoming County Business Fast Track program, thanking Beth and the board for funding support.

Norb Fuest, Appletree HR and Safety Consultant/WDB Chairman- mentioned his participation in a state workforce development board meeting focused on AI impacts and requested input from attendees on this topic.

Rae Frank made the motion to adjourn the meeting at 5:46pm; Holly Mitchell seconded the motion, and all members present were in favor, and the motion was carried. The meeting ended at 5:46 p.m.

NEXT MEETING: Tuesday, November 17, 2026, 4:30 pm at Genesee Community College Technology Building, Room T122, One College Road, Batavia, NY.