



Executive Committee

Tuesday, July 11, 2017, 3:00 p.m.
Liberty Place, Room 112

Members Present: James Black, Rhonda Kurtz, Jean Martin, Sandy Nonnenmocher and Jill Sebest Welch

Members Not Present: Thomas Baldrige, John Biemiller, and Robert Rhoads

Staff and Contractors: Trish Link, Rae Miller, Quentin Moore, Cathy Rychalsky, Attorney Robert Saidis, An'Dionne Smith, Steve Tredinnick (Service Access & Management, Inc.)

Welcome and Request for Public Comment

Rhonda Kurtz called the meeting to order at 3:00 p.m.

Meeting minutes from June 6, 2017

Sandy Nonnenmocher moved to accept the minutes. Jean Martin seconded the motion, which carried unanimously.

Attorney Saidis asked about the wording he supplied for the One-Stop Operator contract. After Nancy Sharp clarified a question, the wording was added to the LCWDB minutes.

Finance reports from May 31, 2017

James Black moved to approve the finance reports from May 31, 2017, Sandy Nonnenmocher seconded the motion, which was carried unanimously.

As the budget is assembled, it is not known what grants are coming. Unspent Dislocated Worker funds can be carried over until next year.

Action Items

- Recommend for approval PP201 – Individual Training Accounts

No action was taken on this state-required policy. This program policy will be revised and presented at the next LCWDB meeting.

After discussion, it was agreed that this policy requires revisions to include an overall strategy and criteria.

- Recommend for approval TANF Expenditure Plan for Program Year 2017

Jill Sebest Welch moved to approve the TANF Expenditure Plan for Program Year 2017; James Black seconded the motion, which was carried unanimously.

Funding will depend on the State budget. School District of Lancaster, Columbia School District and Solanco School District will continue to receive support, but additional programs have been added. \$20,000 for part-time support of youth activities was not included; these efforts will be absorbed by LCWDB staff and interns.

Discussion Items

- Workforce Summit

Although the Workforce Summit serves as the required annual meeting and generates press, Cathy Rychalsky is pursuing a partnership with the STEM Alliance to collaborate on an event to get the workforce message out to the community with a bigger and more focused effort.

- IT Replacement Policy

Cathy Rychalsky reported that IT equipment warranties are expiring and supporting old operating systems is a concern. Design Data stated that some organizations replace IT equipment as it fails; others replace a percentage yearly.

The Committee requested quantifiable data in order to make an informed decision.

- Contributions from Non-Resident Partners

Cathy Rychalsky is negotiating an MOU with required partners. While some partners are not located in Liberty Place, all partners are required to contribute. The intent of the law is to promote cooperation and support RSA costs, but no formula or mandate has been provided to obtain fair or specified financial support from AARP, Youth Build, CAP, HACC, Council of Three Rivers, Office of Aging, etc. OVR is a resident partner that has not paid in two years.

In order to make an informed decision, Jill Sebest Welch suggested developing a matrix of the required partners, their workforce-related budget and number served.

- High Priority Occupation (HPO) List, European School of Massage Petition

The State has requirements for letters of support, and each WDB can make a decision to petition to add an occupation to their HPO list. Jill Sebest Welch asked for data to quantify that there are actual positions and wages to support the references.

- High Priority Occupation Occupations List, Agriculture Petitions

Scott Sheely requested support for two High Priority Occupation petitions. The first petition included Farmers (11-9013); First-Line Supervisors of Farm Workers (45-1011); Ag Equipment Operators (45-2091); Farmworker, Crop (45-2092); and Farmworker, Animal (45-2093), and the second petition addressed First-Line Supervisors of Landscaping Workers (37-1010) and Landscaping and Grounds Keeping Workers (37-3011).

While this request dovetails with the LCWDB Local Plan, the Committee requested more information on wages and job potential in order to make an informed decision.

Staff Reports (as time allows)

- EDSI Operations Director (An'Dionne Smith)
 - The business service team supervisor and recruiter positions have been filled.
 - The fall job fair will be held on September 20.
 - There were 13 EARN graduates and most found employment.
- Contract and Compliance Officer (Nancy Sharp)
 - Lancaster had the largest job increase in the state.
 - Robert Thomas, Tabor Community Services President, will be chairing the revitalized Local Management Committee.
- Grant Manager (Quentin Moore)
 - The industry tours were a success with the 31 educators including the state cyber charter school educator representative.
 - There are seven students taking advantage of the Business Education Partnerships to attend Thaddeus Stevens College.
 - Pathways Planning Committee meets on July 20, and outside agencies have been invited to join and support the events.

The Next Generation Sector Partnership Grant – Workforce Dev areas can get up to \$25,000 to start up additional sector groups

- Executive Director (Cathy Rychalsky)
 - The Regional and Local Plans are well underway.
 - PWDA will be scheduling an August meeting with legislators to promote workforce. Cathy will send the details to Jill Sebest Welch.
 - All LCWDB contractors received a cut in their program dollars because of the mandated training requirements. Cathy met with the landlord to see if the LCWDB could consolidate space but extend the lease.
 - There are two new LCWDB members; another small business member and workforce member are needed.

The meeting adjourned at 4:41p.m.