



**Thursday, January 18, 2018
7:30 a.m.**

Precision Medical Products

Minutes

Members Present: Keith Baker, John Biemiller, Steven Bright, Thomas Cislo, Barry David, Jill Gilbert, Rhonda Kurtz, Jean Martin, Allison Miles, Sandra Nonnenmocher, Angel Ocasio, Robert Rhoads, Susan Richeson, G. David Sload, Kurt Stillwagon, Robert Thomas and Jill Sebest Welch

Members Not Present: Thomas Baldrige, Marlyn Barbosa, Brian Barnhart, James Black, Tim Dunigan, Daniel Falcon, Carl Freeman, Eric Horn, Anthony Purcell, Todd Shultz and Michael Sturla

Staff and Contractors: Jacqui Catrabone (Strategy Solutions, Inc.), Amber Columbo, Valerie Hatfield, Tara Loew, Rae Miller, Stan Miller (Service Access & Management, Inc., SAM), Quentin Moore, Laura O'Neill, Tracey Rash (MaherDuessel), Cathy Rychalsky, Lindsey Saenz (MaherDuessel) An'Dionne Smith, Debra Thompson (Strategy Solutions, Inc.), and Steve Tredinnick (SAM)

Guest from Leadership Lancaster Brad Shulenberger

At 7:49 a.m., Robert Rhoads opened the meeting with a request for public comment.

Consent Agenda

- Approve meeting minutes from November 16, 2017

On a motion by G. David Sload and seconded by Rhonda Kurtz, the motion to approve the November 16, 2017, minutes was carried unanimously.

Action Items

- Approve HR #303 Social Media

On a motion by Tom Cislo and seconded by John Biemiller, the motion to approve HR #303 Social Media policy carried unanimously.

- Approve purchase of cyber-insurance

On a motion by Keith Baker and seconded by Sandra Nonnenmocher, the motion to approve the purchase of cyber-insurance carried unanimously.

Open Discussion

Audit presentation of June 30, 2017 audit by Tracy Rash, MaherDuessel, CPA
990

- Page 8 – Tracy Rash explained why Dale Hamby's name was listed.
- Page 15 – LCWDB met non-profit requirements.
- Page 38 – The independent auditor's report is an opinion on the financial statement.
- Page 42 - Total revenue was up \$1.1 million, but expenses were up as well.
- Page 48 – There will be a change in the way leases are treated in the next couple of years. Effective June 30 2021, everything will become a capital lease.
- Page 50 – Leases are a substantial dollar figure for the LCWDB.
- Page 54- 56 – These pages reflect the cumulative expenditures of the grants.
- Page 69 – The Schedule of Findings and Questions - The material weakness pertained to trial balances that needed to be adjusted. No non-compliance was noted. Youth compliance expenditures were not met.
- Page 81 – This is a required filing.
- Page 99 – This is filed with the Federal Clearing House
- Page 115 – The LCWDB asked for testing, and the results are listed on page 117.

There were no comments regarding the presentation.

Staffing Issues

Cathy Rychalsky reported that Nancy Sharp has left the organization. Cathy has contacted Berks County to see if they can provide experienced, compliance support through June 2019. The Berks Workforce has the manpower to provide the support but does have to run this through their county. Jean Martin suggested cross-training. Jill Sebest Welch suggested that we need to be mindful that this position needs to fulfill the policy compliance.

Megan Gallagher is back from an extended leave.

All LCWDB members were asked to complete the Statement of Financial Interests for 2017 and return the forms to Rae Miller.

Committee Updates

- Report was distributed at the meeting.

Staff Reports

- Report was distributed at the meeting.

The meeting adjourned at 8:30 a.m.