



**Monday June 11, 2018  
7:30 a.m.  
Liberty Place, Suite 273**

### **Minutes**

**Members Present:** Keith Baker, Marlyn Barbosa, John Biemiller, Thomas Cislo, Tim Dunigan, Carl Freeman, Pete Higgins, Rhonda Kurtz, Jean Martin, Allison Miles, Sandra Nonnenmocher, Anthony Purcell, Robert Rhoads, Susan Richeson, Todd Shultz, G. David Sload, Mike Sturla (Gregory Paulson, proxy), Robert Thomas, and Jill Sebest Welch

**Members Not Present:** Thomas Baldrige, Brian Barnhart, Jim Black, Barry David, Jill Gilbert, Eric Horn, Angel Ocasio and Kurt Stillwagon

**Staff and Contractors:** Amber Columbo, Valerie Hatfield, John Nicolson, Cathy Rychalsky, Rae Miller, Attorney Robert Saidis, Lila Singleton and Steve Tredinnick (SAM)

**At 7:30 a.m., Robert Rhoads opened the meeting with a request for public comment.**

### **Consent Agenda**

- Meeting minutes from March 15, 2018  
After review, on a motion by G. David Sload and seconded by John Biemiller, the motion to approve the March 15, 2018, minutes was carried unanimously.
- Finance reports from April 30, 2018  
After review, on a motion by Tom Cislo and seconded by Sandra Nonnenmocher, the motion to approve the Finance reports from April 30, 2018 was carried unanimously.

The Apprenticeship Grant will not be extended, but requests have been submitted to the State to extend the other grants that expire on June 30.

## Action Items

- **Approve request for contract renewals**

- The funding allocations will be sent to the contractors after the budget is approved by the LCWDB.

After discussion, on a motion made by Todd Shultz, and seconded by Greg Paulson, it is:

**RESOLVED** that the Board approves the request to renew the Lancaster-Lebanon IU13, EDSI-Title I, and Solicitor contracts each for a one year period.

(Motion carried unanimously.)

- **PY 18 TANF Spending Plan**

After discussion, on motion duly made by Jean Martin and seconded by Anthony Purcell, it is:

**RESOLVED** that Program Year 2018-2019 TANF expenditure plan, after the appropriate allocations to the Workforce Development Board, is hereby approved as follows:

- \$30,000.00 to the Columbia Borough School District;
- \$250,000.00 to the School District of Lancaster;
- \$50,000.00 to North Museum of Nature and Science;
- \$9,000.00 to Tech GYRLS; and
- Reserve of \$79,648.00 to be awarded as subsequently approved.

(Motion carried unanimously.)

- **Out-of-School Youth, OSY, Contract Provider**

Last year, the OSY, request for proposal, RFP, was posted for one year. This year, two bids were received, so the Youth Council asked LCWDB to look for more vendors in Pennsylvania. The vendors were asked to make presentations.

After examination of the RFPs, the Youth Council recommended awarding the one year contract to EDSI. After discussion, on motion duly made by John Biemiller and seconded by Jill Sebest Welch, it is:

**RESOLVED** that the Board accepts the recommendation of the Youth Council and awards the Out-of-School Youth Program for Program Year 18/19 to the EDSI. The contract shall be in an amount to be determined upon receipt of WIOA funding. The contract shall be for one-year with four one-year options without rebidding and is subject to performance and funding.

(Motion carried unanimously.)

- Currently, a transition plan is in the process.

- **In-School Youth, ISY, Contract Provider**

After examination of the ISY RFPs, the Review Committee recommends awarding the contract to Lancaster County Career and Technology Center. After discussion, on motion duly made by Susan Richeson and seconded by Carl Freeman, it is:

**RESOLVED** that the Board accepts the recommendation of the Review Committee and awards the In-School Youth Program for Program Year 18/19 to the Lancaster County Career and Technology Center. The contract shall be in an amount to be determined upon receipt of WIOA funding. The contract shall be for one-year with four one-year options without rebidding and is subject to performance and funding.

(Motion carried unanimously.)

- **LCWDB July 1, 2018 to June 30, 2019 Budget**

After discussion, on motion duly made by Todd Shultz and seconded by Jean Martin, it is:

**RESOLVED** that the LCWDB Budget for Program Year 18/19 is hereby adopted.

(Motion carried unanimously.)

- **RFP for Human Relations Consultation Services and RFP for Financial Services/Fiscal Contract Services**

After discussion, on motion duly made by Todd Shultz and seconded by Jean Martin, it is:

**RESOLVED** that the RFPs submitted for the Human Relations Consultation Services and Financial Services/Fiscal Contract Services are hereby rejected.

(Motion carried unanimously.)

- The LCWDB recommends eliminating Quentin Moore's position and creating a Youth and Community Outreach Manager as well as a Strategic Innovation Officer who will work with businesses on apprenticeships. These two new positions will work closely together.
- The LCWDB recommends bringing the fiscal services in-house with the addition of a Fiscal Manager position.
- Currently, the LCWDB has contracted for compliance and fiscal transition services. LCWDB has to get to a position of managing.

- **Service Access & Management, Inc.**

After discussion, on motion duly made by G. David Sload and seconded by Sandy Nonnemocher, it is:

**RESOLVED** that a month-to-month contract shall be entered into with Service Access & Management, Inc. in the amount of \$5,000.00 for the Consultant Responsibilities set forth in Service Access & Management, Inc.'s Work Statement.  
(Motion carried unanimously.)

- June 30, SAM contract will expire. LCWDB would like to execute a month-to-month contract at \$5,000/month through December with 30 days notice.  
Approve
- On a motion by John Biemiller and seconded by Todd Schultz, the LCWDB formally rejected SAM's proposals for HR Services and Fiscal Services, and the motion was carried unanimously.
- **Vote of Officers**
  - On a motion by Jean Martin and seconded by Carl Freeman, the motion to approve Jim Black as Chair of the LCWDB effective July 1, was carried unanimously.
  - The primary role of the vice chair is to fill in for the Chair, succeed Chair, and chair the Performance Committee. On a motion by Todd Shultz and seconded by Jill Sebest Welch, the motion to approve G. David Sload as Vice Chair of the LCWDB effective July 1, was carried unanimously.
  - On a motion by Tom Cislo and seconded by Rhonda Kurtz, the motion to approve Thomas Baldrige as the Secretary/Treasurer of LCWDB effective July 1, was carried unanimously.

The meeting adjourned at 8:31 a.m.