



Executive Committee

Tuesday September 4, 2018, 3:00 p.m.

Liberty Place, Room 112

Members Present: Thomas Baldrige, John Biemiller, James Black, Jean Martin, Sandy Nonnenmocher, Robert Thomas (phone), Jill Sebest Welch (phone) and G. David Sload

Member Not Present:

Staff and Contractors: Valerie Hatfield, Rae Miller, Cathy Rychalsky, Robert Saidis (attorney-phone), Lila Singleton and An'Dionne Smith

Welcome and Request for Public Comment

James Black called the meeting to order at 3:03 p.m. and requested public comment before roll call.

Meeting minutes from August 7, 2018

Jean Martin moved to accept the minutes of August 7, 2018. John Biemiller seconded the motion, which carried unanimously.

Finance reports from July 31, 2018

Sandy Nonnenmocher moved to accept the finance reports of July 31, 2018. G. David Sload seconded the motion, which carried unanimously.

Cathy Rychalsky reported that the Finance Committee approved the July 31, 2018 finance reports. The reports show the LCWDB is under budget due to the open position. The State granted the TANF waiver. The State approved the use of Regional Planning funds for strategic planning. The Schedule of Obligations has some funding that still needs approval. This is the last year for the administrative offset. The State has been asked to move \$300,000 in dislocated worker funds to adult funding for training. The DW funds will be back-filled with RR funds.

Action Items

- Approve renewal for PY 18 Title I Contract for EDSI.

On August 22, the LCWDB Finance Committee approved the funding proposal for the PY 18 Title I with \$375,000 for adult funding and \$400,000 for dislocated worker funding for a total of \$775,000, John Biemiller seconded the motion, which carried unanimously.

- Approve renewal for the PY 18 EARN Contract for EDSI

On August 22, the LCWDB Finance Committee approved the funding proposal for the PY 18 EARN funding of \$628,534 with up to \$300,000 for performance; Sandy Nonnenmocher seconded the motion, which carried unanimously.

The Commonwealth determines the compliance with performance.

- Approve renewal for the PY 18 Lancaster-Lebanon IU 13's Contract for Assessment/GED

On August 22, the LCWDB Finance Committee approved the renewal for the PY 18 Lancaster-Lebanon IU13's Contract for Assessment/GED. Jean Martin seconded the motion, which carried unanimously.

- Approve renewal for the PY 18 Solicitor Contract with option to renew for two more years.

On August 22, the LCWDB Finance Committee approved the renewal for the PY 18 Solicitor Contract. John Biemiller seconded the motion, which carried unanimously.

- The PA WDB Symposium conflicts with the next LCWDB Executive Committee meeting.

G David Sload motioned to move the next LCWDB Executive Committee meeting to October 9. This motion was seconded by Sandy Nonnenmocher, and it carried unanimously.

Discussion Items

- Workforce Summit

For this year, Tom Baldrige said they talked about continuing the conversation around workforce for an hour after the Economic Forecast Breakfast. Workforce is a key issue for the State of the County breakfast scheduled for the end of January, so the LCWDB would be a good partner for this Chamber event.

G. David Sload said his members are keenly interested in the state of the county economy as well as workforce.

James Black said that employers probably are not aware of all the services PA CareerLink® Lancaster County provides.

Jill Sebest Welch suggested partnering with EDC's Center for Regional Analysis which may be able to fulfill the need for more data.

Everyone agreed that there is a need to focus on rebranding and remarketing the LCWDB Workforce Summit; it is time for a change. In addition, there were concerns about the necessity for Workforce awards.

Staff Reports

- PA CareerLink® Lancaster County Site Administrator (Valerie Hatfield)
Valerie showed the new promo video. The video link was sent to members after the meeting.

Valerie distributed the results from a Constant Contact survey was sent to PA CareerLink® Lancaster County customers, and said she will be seeking LCWDB input at the September 20, meeting. Tom Baldrige said the build may be slow. Valerie Hatfield mentioned that opening on weekends may be an issue for State workers because of the union.

Effective in August, Job Gateway has been replaced with PA CareerLink®

- Executive Director (Cathy Rychalsky)
Cathy Rychalsky reported that she and Valerie Hatfield are investigating a mobile PA CareerLink®. They will be going to look at Johnstown's model.

Currently, the LCWDB and PA CareerLink® Lancaster County rent about 34,000 sq. ft. at Liberty Place, where the lease is up December 31, 2020. The LCWDB is looking at a more open approach while considering parking and bus routes. The LCWDB is paying about \$280,000 for common space annually; this takes away from program funding.

Tom Baldrige motioned to adjourn the meeting at 4:05 p.m. and G. David Sload seconded the motion which was carried unanimously.