



Executive Committee

Tuesday November 6, 2018, 3:00 p.m.

Liberty Place, Room 112

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

Member Not Present: Jean Martin

Staff and Contractors: Valerie Hatfield, Rhonda Kurtz, Tara Loew, Rae Miller, Cathy Rychalsky, Robert Saidis (attorney-phone) and Lila Singleton

Welcome and Request for Public Comment

G. David Sload called the meeting to order at 3:03 p.m. and requested public comment before roll call.

Meeting minutes from October 9, 2018

John Biemiller moved to accept the minutes of October 9, 2018. Sandy Nonnenmocher seconded the motion, which carried unanimously.

Rae Miller reported that she will be correcting a type-o.

Finance reports from September 30, 2018

The Finance reports for September 30, will be revised and presented at the LCWDB meeting on November 15.

Cathy reported that she lacks confidence in the carry-over numbers; this will be resolved this month. EDSI recently modified their invoices, so the training numbers will be changing. The Schedule of Obligations report does not match the funding, and there are errors on the Contracts report.

Rhonda Kurtz reported that the apprenticeships got off to a slow start.

Action Items

- Approve Lancaster-Lebanon IU13 Contract Renewal

Tom Baldrige moved to approve the Lancaster-Lebanon IU13 Contract renewal at \$110,000. Jill Sebest Welch seconded the motion, which carried unanimously.

While the RFP was for \$150,000, this request is for \$110,000. The reduced amount is due to the change in the way IU13 planned to address GED services. Youth seeking GED services will be included in adult classes because there are so few youth seeking these services. The \$40,000 difference is basically for a position. Last year, IU13 was funded for \$110,000.

- Approve change in the 401K Vesting Schedule

While Bob Saidis said the Executive Board can make this decision, the issue was tabled for future consideration.

Jill Sebest Welch suggested looking at the whole benefit plan; not just one piece of it. She also expressed concern about deadlines.

John Biemiller suggested tabling the issue until PA Pension Planners could present at a meeting.

Discussion Items

- Business Education Workforce Summit

Rhonda Kurtz presented the draft for the 2019 Business Education Workforce Summit Agenda. She said "Earn while you Learn," is the keynote speaker's message before asking for input.

- G. David Sload volunteered to provide an educator mailing list.
- Tara Loew suggested seeking Act 48 credits for the event.
- Jill Sebest Welch suggested providing descriptions for the breakout sessions.
- The Extraordinary Give (Nov. 16, 2018)

Valerie Hatfield asked for LCWDB support. Jill Sebest Welch suggested targeting LCWDB members as well as clients in order to pay it forward.

Cathy Rychalsky mentioned the *stretch pool*.

Staff Reports

- PA CareerLink® Lancaster County Administrator (Valerie Hatfield)
 - PA CareerLink® Lancaster County is a partner in the Path to One Good Job Grant. Valerie distributed information on the program.
 - Targeting specific areas of the county with job fairs seems to be more effective for employers as well as job-seekers.
 - The new site, www.Jobs4Lancaster.com, is up, and it supports mobile devices.
 - The new Site Administrator starts on November 13.

- Strategic Innovations Officer (Rhonda Kurtz)
 - coLab has all the materials needed for the strategic planning process.
 - The Business Services team has been meeting to organize and prepare for 2019.
 - There six State grants due by December 15.
- Chief Operating Officer (Lila Singleton)
 - We are working on getting to a better state of internal control.
 - Lila has been working with John Moser, Berks County, on contract spend-down rates.
- Executive Director (Cathy Rychalsky)
 - Later this week, Cathy and Valerie Hatfield will be touring the now up and running Johnstown PA CareerLink® operation in order to see new delivery ideas in action.
 - Cathy and Valerie will be touring Burle this month. The Almshouse is not handicap accessible, and it would be expensive to update. While there hasn't been a decision to move, the current focus is on specifying need.
 - Cathy provided a coLab update.
 - Jill Sebest Welch asked if the LCWDB's strategic focus should consider geographic rather than industry clusters. She also suggested focusing on the barriers to work.
 - It will be beneficial that coLab is working with Mayor Sorace on other related city initiatives.
 - Neighborhoods and jobs were the Mayor's platform.
 - Mayor Sorace pulled a group together to talk about the system of workforce, and this has morphed into a portal, with block navigators and such hopefully funded through a J P Morgan grant.

G. David Sload motioned to adjourn the meeting at 4:22 p.m., and Tom Baldrige seconded the motion which was carried unanimously.