



Executive Committee

Tuesday June 4, 2019, 3:30 p.m.

Liberty Place, Room 8

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

Member Not Present: Jean Martin and Robert Rhoads

Staff and Contractors: Anibal Aponte, Chris Fisher (attorney-phone), Valerie Hatfield, Rhonda Kurtz, Rae Miller, Cathy Rychalsky, Lila Singleton and Judy Wechter

Welcome and Request for Public Comment

G. David Sload called the meeting to order at 3:41 p.m. and requested public comment before roll call.

Meeting minutes from May 7, 2019

John Biemiller moved to accept the minutes of May 7, 2019. Sandy Nonnenmocher seconded the motion, which carried unanimously.

Finance reports from April 30, 2019

Sandy Nonnenmocher moved to accept the finance reports of April 30, 2019. Jill Sebest Welch seconded the motion, which carried unanimously

Action Items

- Approve 2019-2020 LCWDB budget

Jill Sebest Welch made the motion to move the 2019-2020 LCWDB budget onto the LCWDB, seconded by Sandy Nonnenmocher, and the motion was carried unanimously.

- Approve renewal of solicitor contract

John Biemiller made the motion to move the renewal of the solicitor contract onto the LCWDB, seconded by Sandy Nonnenmocher, and the motion was carried unanimously.

- Approve renewal for TANF YDP: Columbia Boro School District
- Approve renewal for TANP YDP: Advantage Lancaster
- Approve renewal for TANF YDP: North Museum

Jim Black made the motion to move the renewal of the three TANF YDP items to the LCWDB, seconded by John Biemiller; the motion was carried unanimously.

- Valerie Hatfield noted that these renewals were recommended by Youth Council.

www.lancastercountywib.com

- Approve renewal for United Way: SACA-Tec Centro
- Approve renewal for United Way: EDSI career navigation
- Approve renewal for United Way: IU13 IET

Sandy Nonnenmocher made the motion to move the renewal of the three United Way items to the LCWDB, seconded by Jim Black; the motion was carried unanimously.

- Valerie Hatfield stated that these renewals were recommended by Youth Council.
- Approve LCWDB Employee Handbook (Distributed by Rhonda Kurtz on May 31)

The Committee determined this discussion should be handled in LCWDB Executive Committee.

Since there are multiple versions of the handbook, Rhonda used the version dated July 1, 2014.

John Biemiller proposed that the Committee look at the documents and come back with comments in July.

Jill said there are a few issues that the Executive Committee should discuss before having the solicitor review the final draft.

Jill said the biggest thing is legal compliance; then have a benefits discussion with benchmarked information.

Discussion

Board Resignations and those in the pipeline

- Brian Paterniti, Manufacturers Association
- Renee Sills, Talent Acquisition Manager, Conestoga View
- John McGrann, PennStone for small business

John Biemiller asked for the list of what is needed.

Space Update

Deepa Balepur, Compass Real Estate, has sent a request for information on places she has identified.

Staff Reports

Due to time constraints, the staff reports were abbreviated.

- Youth and Community Engagement Officer (Valerie Hatfield)
 - Valerie handed out marketing for Pathway to one Good Job

- Chief Operating Officer (Lila Singleton)
 - Lila distributed a summary.

Executive Session

The Executive Committee went into executive session at 4:32 p.m. and reconvened at 4:46 p.m. The purpose of the executive session was to discuss various personnel matters.

After discussion and on motion duly made by Jill Sebest Welch and seconded by John Biemiller, it is:

RESOLVED, that the personnel actions set forth on Exhibit "A," as amended, are hereby approved.

(Motion carried unanimously).

Lancaster County Workforce Development Board
Exhibit A

Recommended Merit/Salary Adjustments

Position	PY 18-19 Current Salary	PY 19-20 Merit/Salary Adjustment	Effective Date
Chief Operating Officer	\$73,000	\$75,190	April 9, 2019
Fiscal Director	\$60,000	\$64,000	June 18, 2019
		\$68,000	January 1, 2020