



Thursday June 20, 2019

7:30 a.m.

EDC

115 E. King St, Lancaster, PA

Minutes

- Members Present:** Keith Baker (phone), Tom Baldrige, John Biemiller, James Black, Pete Higgins, Jean Martin, Allison Miles (phone), James Morgan, Angel Ocasio (phone), Representative Mike Sturla (Gregory Paulson, proxy), Robert Rhoads, Susan Richeson, G. David Sload (phone) and Kurt Stillwagon
- Members Not Present:** Marlyn Barbosa, Brian Barnhart, Peter Caddick, Thomas Cislo, Barry David, Tim Dunigan, Carl Freeman, Jill Gilbert, Sandra Nonnenmocher, Anthony Purcell and Jill Sebest Welch
- Staff and Contractors:** Kate Gallagher (coLab), Valerie Hatfield, Teri Kaufman, Tara Loew, Larry Melf (phone), Rae Miller, Cathy Rychalsky, Attorney Robert Saidis, Lila Singleton, An'Dionne Smith and Judy Wechter

At 7:34 a.m., Jim Black opened the meeting with a request for public comment.

coLab Presentation

Kate Gallagher, Founder & CEO of coLab, reviewed the LCWDB Strategic Plan for 2019.

John Biemiller suggested reordering the initiatives (3, 1, 2 and 4) because people usually assume items are prioritized.

Consent Agenda

- Meeting minutes from April 19, 2019
Bob Rhoads motioned to approve the minutes with second by Pete Higgins. The motion to approve the April 19, 2019, LCWDB minutes was carried unanimously.
- Finance reports from April 30, 2019
John Biemiller motioned to approve the April 30, 2019, finance reports with second by Pete Higgins. The motion to approve the April 30, 2019, finance reports was carried unanimously.

In reviewing the LCWDB Budget report, Cathy Rychalsky noted that the staff budget impacts 80% requirements, so as the fiscal year closes, management is watching this closely.

On the Summary of Grant Expenditures report, Cathy explained that she expects 80% requirements to be met. She said 47 young adults (16-24 years old) are working through the TANF summer grant in their areas of interest; in addition, the LCWDB is one of seven organizations to be awarded an EARN Innovations grant.

Cathy highlighted the WIOA Training and Work Experience on The Schedule of Obligations report.

On the Contracts Report, Cathy noted that the staff has contacted contractors to ascertain that they expect to expend their funds. Valerie Hatfield noted that TechGYRLS will bill by July 8, for the summer camp scholarships.

Action Items

- Approve FY19 LCWDB budget

After discussion and on motion duly made by Pete Higgins and seconded by John Biemiller, it is:

RESOLVED, that the LCWDB's budget for fiscal year July, 1, 2019, to June 30, 2020, is hereby adopted. A copy of the budget is made a part hereof and attached hereto marked Exhibit "A."

(Motion carried unanimously.)

Cathy Rychalsky explained that health care benefits increased 4%, the benefit line item increased due to the additional staff, and the salary line item includes a 5% merit increase. The travel and training budget was increased, so the LCWDB staff can stay abreast of new developments. The elimination of Service Access Management contract accounts for the decrease in contracted services.

- Approve renewal of solicitor contract

Gregory Paulson motioned to approve the renewal of the solicitor contract with second by Robert Rhoads. The motion to approve the renewal of the solicitor contract was carried unanimously.

This is the fourth year of the contact, and the rate has remained the same.

- Approve renewal for TANF YDP: Columbia Borough School District
- Approve renewal for TANP YDP: Advantage Lancaster
- Approve renewal for TANF YDP: North Museum
- Approve TANF YDP funding for LCCTC's Project Spark
- Approve reallocation and de-obligation of TANF YDP funding for School District of Lancaster

After discussion and on approval from the LCWDB Executive Committee and seconded by Pete Higgins; it is:

RESOLVED, that the following TANF YDP funding is awarded as follows:

1. Columbia Borough School District – not to exceed \$30,000.00
2. Advantage Lancaster – not to exceed \$15,000.00
3. North Museum – not to exceed \$20,000.00; and
4. Lancaster County Career and Technology Center – not to exceed \$32,515.00

IT IS FURTHER RESOLVED, that the funding for the School District of Lancaster is reallocated and the sum of \$32,515.00 is de-obligated. The new contract shall be in the amount of \$215,485.00

(Motion carried unanimously.)

Valerie Hatfield reviewed the five TANF proposals posed for renewal. She noted that the School District of Lancaster and TechGYRLS did not apply for PY19 TANF funding because of the new eligibility requirements (collecting SSNs and other information and maintaining secure files). This has created eligibility barriers for some contractors, but alternate avenues are available to serve need. With the new regulations, older students (5th grade and above) are to be served.

The Columbia Borough School District has a 19% poverty rate and 75% graduation rate, but this school district is willing to qualify students for TANF eligibility.

Since the School District of Lancaster will not utilize all the funds in their contract; the de-obligated funds will be assigned to Project Spark.

This is the first year for Project Spark, which targets in-school TANF students who are undecided. LCCTC has twelve students going through this program, which started last week. Mike Moeller said that students completing the program are guaranteed jobs at graduation.

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

After discussion and on approval from the LCWDB Executive Committee and seconded by Thomas Baldrige; it is:

RESOLVED, that the following United Way Path to One Good Job Grant is awarded as follows:

1. SACA-Tec-Centro – not to exceed \$25,000
2. EDSI – not to exceed \$60,000.00; and
3. IU13 – not to exceed \$53,000.00

(Motion carried unanimously.)

Valerie Hatfield explained the renewal of these contracts will be funded through PY19 \$300,000 United Way Grant.

Discussion Items

- Video, Youth Grants 2019
- Careers Pathways Initiative

WIOA requires K-12 career pathways. This is an opportunity to get business, education and social services come together to create quality, career-connected learning.

At the LCWDB Summit and subsequent meetings, there was overwhelming interest in the NC³T program. Tom Baldrige said the Chamber is very excited about this opportunity for a comprehensive platform.

NC³T was awarded a grant, so they will be funded through this coming year. NC³T will be doing an asset inventory and bring in current partners (Erie and Berks).

Valerie Hatfield said the next steps include assembling the Pathways Council.

- Board resignations

The LCWDB will be losing Jill Gilbert and Angel Ocasio on June 30.

- Industry Tours for Educators

Through the Teacher in the Workplace Grant, Valerie Hatfield explained that the LCWDB contracted with the Lancaster Chamber, STEM Alliance, and IU13 for the 2019 Industry Tours for Educators. Valerie reviewed the agenda and complemented Anna Ramos.

Staff Reports

Judy Wechter reviewed the quarterly dashboard and provided an update on PA CareerLink® Lancaster County's Wednesday extended hours.

The meeting adjourned at 8:52 a.m. on a motion by Tom Baldrige, seconded by Bob Rhoads, and the motion to adjourn was carried unanimously.

Executive Session

The full LCWDB adjourned into Executive Session at 8:54 a.m. and reconvened at 9:13 a.m. The purpose of the Executive Session was to discuss real estate matters.

No action was taken.