



### **Executive Committee**

Tuesday September 3, 2019, 3:40 p.m.

Liberty Place, Room 8

Members Present: Thomas Baldrige, John Biemiller, James Black, Jean Martin, Sandy Nonnenmocher, and Jill Sebest Welch

Member Not Present: G. David Sload

Staff and Contractors: Valerie Hatfield, Rhonda Kurtz, Bob Saidis (attorney-phone), Cathy Rychalsky, Lila Singleton and Judy Wechter

### **Welcome and Request for Public Comment**

Jim Black called the meeting to order at 3:35 p.m. and requested public comment before roll call.

### **Meeting minutes from June 4, 2019**

The meeting minutes were presented with Exhibit A.

### **Meeting minutes from August 6, 2019**

Jean Martin moved to accept the meeting minutes of June 4, and August 6. Tom Baldrige seconded the motion, which carried unanimously.

### **Finance reports from July 2019**

The Finance Committee recommended approval of the July 2019 finance reports. Sandy Nonnenmocher seconded the motion, which carried unanimously.

### **Action Items**

- Approve renewal of New York Wired contract for Skillup Lancaster

The Finance Committee recommended approval of the renewal of the New York Wired contract for Skillup Lancaster, seconded by Tom Baldrige, and the motion was carried unanimously.

### **Discussion items included:**

- Extraordinary Give
  - Friday, November 22, is The Extraordinary Give, and PA CareerLink Lancaster County will be participating.
- Workforce Summit
  - Again this year, there will be one summit, and the focus will be on Career Pathways.

- Board Membership
  - Three new members were approved: Renee Sills, Brian Paterniti and John McGrann
- Employee Handbook Update
  - This is still a work in process.

John Biemiller asked to discuss the strategic plan, and Rhonda Kurtz provided an update.

The discussion was to plan to have coLAB at the next Executive Meeting to go over the specifics of page 4 of the Strategic Plan around structure and goals for conversation during the next Board meeting on 10/17.

### **Staff Reports**

- Judy Wechter
- Lila Singleton
- Rhonda Kurtz
- Valerie Hatfield

### **Executive Session**

The Executive Committee went into Executive Session at 4:26 p.m. and reconvened at 5:15 p.m. The purpose of the Executive Session was to discuss various personnel matters and real estate matters.

After discussion on motion duly made by John Biemiller and seconded by Jim Black, it is:

RESOLVED that the personnel actions set forth on Exhibit 'A' are hereby approved.

(Motion carried unanimously)

The meeting thereafter was adjourned at 5:16 p.m.