



Thursday, December 19, 2019

7:30 a.m.

Liberty Place, Suite 273

Minutes

Members Present: Keith Baker, John Biemiller, James Black, Barry David, Carl Freeman, Pete Higgins, Jean Martin, John McGrann, Allison Miles (phone), James Morgan, Jodi Pace, Brian Paterniti, Anthony Purcell, Representative Mike Sturla (Gregory Paulson, proxy), Robert Rhoads (phone), Susan Richeson, Renee Sills, G. David Sload, and Jill Sebest Welch

Members Not Present: Tom Baldrige, Marlyn Barbosa, Brian Barnhart, Peter Caddick, Thomas Cislo, Tim Dunigan and Sandra Nonnenmocher

Staff and Contractors: Anibal Aponte, Valerie Hatfield, Tara Lowe, Angela Mayo, Rae Miller, Laura O'Neill, Jen Putt, Anna Ramos, Cathy Rychalsky, Attorney Robert Saidis, Lila Singleton, Yanimer Serrano (phone) An'Dionne Smith and Judy Wechter

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

I. Consent Agenda

1. Meeting minutes from October 17, 2019

After discussion and on motion duly made by Greg Paulson and seconded by Pete Higgins, it is:

RESOLVED, that the LCWDB meeting minutes for October 17, 2019, are hereby adopted.

(Motion carried unanimously.)

2. Finance reports for October 2019

After discussion and on motion duly made by John Biemiller and seconded by Carl Freeman, it is:

RESOLVED, that the LCWDB Finance reports for October 2019, are hereby adopted.

(Motion carried unanimously.)

Cathy Rychalsky reported that the WIB budget is expected to end the fiscal year on target.

James Morgan asked that the dashboard and the financial reports be aligned to better illustrate program progress.

II. Action Items

1. Approve revision of FP # 101 – Bank Deposit Processing

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

RESOLVED, to approve the revision of FP # 101 – Bank Deposit Processing is hereby adopted.

(Motion carried unanimously.)

2. Approve revision of FP # 103 – Bank Statements

After discussion and on motion duly made by Anthony Purcell and seconded by Keith Baker, it is:

RESOLVED, to approve the revision of FP # 103 – Bank Statements is hereby adopted.

(Motion carried unanimously.)

3. Approve revision of FP # 106 – Accounts Payable Processing

After discussion and on motion duly made by James Morgan and seconded by Barry David, it is:

RESOLVED, to approve the revision of FP # 106 – Accounts Payable Processing is hereby adopted.

(Motion carried unanimously.)

4. South Central Workforce Development Regional Plan

The Board discussed the Regional Plan in detail. It was noted that the Plan contained stale information and information which may not be accurate as of 2019. As the regional partners will be developing the new regional and local plans beginning in 2020, it is anticipated that the Board will be able to comment on all future Plans before the Plan is released to the public. It was noted that the Plan contains a disclaimer that the overall composition, trends and key characteristics of the region have not changed

substantially since the Regional Plan was created in 2017. Much of the information which was outdated was based on 2017 figures.

After discussion and on motion duly made by Anthony Purcell and seconded by Greg Paulson, it is:

RESOLVED, to approve the revised Regional Plan is hereby adopted to comply with regulations but noting this decision is based on 2017 information provided by SCPa.

(Motion carried unanimously.)

5. PY2017-2020 WIOA Multi-Year Local Area Plan for Lancaster County

The Board noted that the Local Plan was somewhat similar to the Regional Plan. The Local Plan, however, was much more accurate. The Local Plan used some 2017 information only where later information was not available. The Plan was approved by the Commonwealth of Pennsylvania.

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

RESOLVED, to approve the updated Local Plan is hereby adopted.

(Motion carried unanimously).

III. Discussion Items

1. Strategic Plan Update

- a. Cathy reported there are still issues with the dashboard.
- b. As part of the Strategic Plan, Cathy asked members to complete the interest/skill inventory.

2. Business-Education Summit

- a. Valerie Hatfield provided an overview of the summit agenda. She noted that the keynote speakers are the PA Secretary of Education and the PA Secretary of Labor and Industry.
- b. Valerie asked members to send in sponsorship information by the end of the year.

3. 2020 Meeting Schedule

4. Staff Reports

- a. Judy Wechter noted an increase in RESEA participants and said they were better served due to the collaboration between providers and State employees. She noted the median wage exceeds the minimum set by the LCWDB.
- b. Jill Sebest Welch suggested that the PA CareerLink® Lancaster County dashboard and monthly report be posted on the web site.

- c. Lila Singleton noted that she will be reaching out to all members to complete the State required statement of financial interest. Lila said she will be reaching out to Department of Corrections for funding since the DOC funds are running out. Lila and Valerie will be starting quarterly monitoring.
- d. Valerie referenced her overview of workforce training/work experience funding services.

IV. Executive Session

The Board adjourned into Executive Session at 8:36 a.m. and the meeting was reconvened at 8:56 a.m. The purpose of the Executive Session was to discuss real estate matters. No action was taken after the meeting was reconvened.

V. Adjournment

The meeting was adjourned at 9:00 a.m.