



Executive Committee

Tuesday February 4, 2020 3:50 p.m.

Liberty Place, Room 112

Members Present: John Biemiller, James Black, Pete Higgins, Jean Martin, Sandy Nonnenmocher, G. David Sload, and Jill Sebest Welch

Member Not Present: Thomas Baldrige and Robert Rhoads

Staff and Contractors: Anibal Aponte, Derrick Donnell, Valerie Hatfield, Rae Miller, Anna Ramos, Cathy Rychalsky, Robert Saidis (phone), Lila Singleton, Judy Wechter and Peter Wittmaier

Welcome and Request for Public Comment

Dave Sload called the meeting to order at 3:50 p.m. and requested public comment before roll call.

Derrick Donnell asked a question about the Executive Session from the December 3, meeting. He wanted to know if the reference to space had to do with moving to a new location or space for staffing needs.

Meeting minutes from December 3, 2019

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

RESOLVED, that the LCWDB meeting minutes for December 3, 2019, are hereby adopted.

(Motion carried unanimously.)

Finance reports from December 2019

After discussion and on motion approved by the Finance Committee and seconded by Sandy Nonnenmocher, it is:

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

(Motion carried unanimously.)

Action Items

- Approve grant increase request to SACA

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

RESOLVED, that the grant increase request to SACA is hereby approved.

(Motion carried unanimously.)

- Approve use of de-obligated TANF Youth funds for paid work experience

After discussion and on motion duly made by Jean Martin and seconded by Sandy Nonnenmocher, it is:

RESOLVED, that the use of de-obligated TANF Youth funds for paid work experience is hereby adopted.

(Motion carried unanimously.)

- Approve FP #127 - Procurement Policy

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

RESOLVED, that FP #127 – Procurement Policy is hereby adopted.

(Motion carried unanimously.)

- Approve PP #209 – Personal Identifiable Information
 - The site administrator will be required to maintain the record.
 - The Executive Committee is recommending training for LCWDB and PA CareerLink® staff as well as the operators that LCWDB is funding. Derrick Donnell will research what is available.

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

RESOLVED, that PP # 209 – Personal Identifiable Information is hereby adopted.

(Motion carried unanimously.)

- Approve PP #210 – Supportive Service and Needs Based Policy
 - With the change in WIOA, Lila said the purpose of this is to address needs based policy for Adult and DW training.

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

RESOLVED, that PP # 210 – Supportive Service and Needs Based Policy is hereby adopted.

(Motion carried unanimously.)

- Approve hourly-based contract for Design Data for the new build up to when the design phase is complete.

After discussion and on motion duly made by John Biemiller and seconded by Sandy Nonnenmocher, it is:

RESOLVED, that an hourly-based contract for Design Data for the new build is hereby adopted.

(Motion carried unanimously.)

Executive Session

The Executive Committee went into Executive Session at 4:17 p.m. and reconvened at 5:13 p.m. The purpose of the Executive Session was to discuss logistic and personnel matters.

No action was taken

Jill Sebest Welch moved to adjourn the meeting. John Biemiller seconded, and the meeting adjourned at 5:14 p.m.