



Thursday, August 20, 2020

7:30 a.m.

Zoom Meeting

Minutes

Members Present: Keith Baker, Marlyn Barbosa, Brian Barnhart John Biemiller, Peter Caddick, Barry David, Michael Ford, Robert Lopez, Jean Martin, John McGrann, James Morgan, Jodi Pace, Brian Paterniti, Susan Richeson, G. David Sload, Representative Mike Sturla (Gregory Paulson, proxy) and Jill Sebest Welch

Members Not Present: Tom Baldrige, Kristi Casey, Tom Cislo, Carl Freeman and Renee Sills

Staff and Contractors: James Black, Rebecca DeWitt, Valerie Hatfield, Tara Loew, Angela Mayo, Larry Melf, Rae Miller, Anna Ramos, Cathy Rychalsky, Attorney Robert Saidis, An'Dionne Smith and Judy Wechter

At 7:31 a.m., G. David Sload opened the meeting with a request for public comment.

Consent Agenda

- Approve meeting minutes from June 18, 2020

After discussion and on motion duly made by Keith Baker seconded by Peter Caddick, it is:

RESOLVED, that the LCWDB accept the meeting minutes from June 18, 2020.

(Motion carried unanimously.)

- Finance reports from June 2020

After discussion and on motion duly made by John Biemiller seconded by Greg Paulson, it is:

RESOLVED, that the LCWDB accept the finance reports from June 2020.

(Motion carried unanimously.)

Under expenditure in salaries due to unfilled positions is the primary reason the WIB budget closed under budget.

Dave Sload noted a type-o on Summary of Grant Expenditures.

On behalf of the new members, Cathy took the time to explain the finance reports.

Action Items

- Approve Brightside lease with the Executive Director renegotiating the lease to a month to-month with a 60 day or less termination notice and subject to Attorney Saidis review and approval.

After discussion and on motion duly made by John Biemiller seconded by Greg Paulson it is:

RESOLVED, that Brightside lease with specified modifications is hereby approved.

(Motion carried unanimously)

Special Rapid Response funds will be used for this project. The Commonwealth has announced that PA CareerLink® Lancaster County may take appointments for service. An individual hired specifically through this grant will be sent to Brightside to assist with Dislocated Worker appointments. Cathy Rychalsky said there is an option to terminate the lease early.

Greg Paulson asked if the lease could be based on usage. He expressed concern that since the IU13 is instructing remotely through December, the LCWDB may spend too much for space that will not be heavily used. He would like the PA CareerLink® Lancaster County logo on the signage. He agrees with the need but has concerns on the costs.

John Biemiller suggested a shorter lease followed by evaluation before proceeding.

Jill Sebest Welch mentioned that outreach is specified in the strategic plan and suggested that this is a pilot for the outreach goal.

Attorney Saidis suggested a month to month lease, with a 30 or 60 day or less termination notice, and subject to a lease more favorable to the leasee.

Brian Barnhart suggested an agreement for shared space, but Cathy expressed that the CareerLink® staff needs to be available when customers have a need.

- Approve State budget form

After discussion and on motion duly made by Peter Caddick seconded by Brian Barnhart it is:

RESOLVED, that the State budget form is hereby approved.

(Motion carried unanimously)

- Approve change in benefit probationary period for new LCWDB employees

After discussion and on motion duly made by Brian Paterniti seconded by Jean Martin it is:

RESOLVED, that the change in the LCWDB's benefit probationary period is hereby approved.

(Motion carried unanimously)

The Executive Director explained that a Benefit Review committee has been formed to review the employee benefits. This benefit issue has been deemed significant although this change cannot be put in place until January 1, 2021.

- Approve change in Equal Opportunity, EO, responsibilities

After discussion and on motion duly made by Peter Caddick seconded by Barry David it is:

RESOLVED, that the change in EO responsibilities is hereby approved.

(Motion carried unanimously)

- Approve contract renewal with Design Data

After discussion and on motion duly made by Barry David seconded by Jody Pace it is:

RESOLVED, that the contract renewal with Design Data is hereby approved.

(Motion carried unanimously)

- Approve the fourth quarter 2019 WIOA budget modifications.

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

RESOLVED, that the fourth quarter 2019 WIOA budget modifications are hereby approved.

(Motion carried unanimously)

Discussion Items

- PA CareerLink® Lancaster County reopening update

Beginning next week, PA CareerLink® Lancaster County will transition to in-person appointments. EDSI is assembling a schedule. IU13 and OVR will continue to work remotely.

- Year in review video - <https://youtu.be/RU-dYMPOjal>

Since there are technical challenges, LCWDB members were asked to review the link.

- Strategic plan update

Anna Ramos reviewed the strategic plan updates.

- Member feedback

- Peter Caddick complemented the Facebook initiative.
- Jill Sebest Welch suggested that it would be illustrative for members in the private sector to present to the LCWDB how they participate or plug into services.
- Jodi Pace suggested using social media to promote services.

Cathy Rychalsky announced a competition. By noon today, members are to email Cathy with the details on the following abbreviations:

TANF
EDC
DHS
WIOA
RSAB
LCWDB

Bonus: CLR

Greg Paulson made the motion to adjourn the meeting at 8:58 a.m. with Jill Sebest Welch seconding the motion.