



**Thursday, April 15, 2021  
7:30 a.m. - Zoom Meeting**

**Minutes**

Members Present: Keith Baker, Peter Caddick, Kristi Casey, Barry David, Michael Ford, Jean Martin, James Morgan, Shaun Murphy, Jodi Pace, Brian Paterniti, Susan Richeson, G. David Sload, Representative Mike Sturla (Francis Miliano), Raymond Tsudy and Jill Sebest Welch

Members Not Present: Tom Baldrige, Marlyn Barbosa, Brian Barnhart, John Biemiller, Tom Cislo, John McGrann and Renee Sills

Staff and Contractors: Anibal Aponte, Mary Barnett, Jim Black, Susan Cazillo, Angela Harnish, Valerie Hatfield, Cheryl Heister, Jessica Hernandez, Deb Lovett, Lauren O'Neill, Larry Melf, Rae Miller, Anna Ramos, Cathy Rychalsky, Attorney Robert Saidis, Yanimer Serrano, An'Dionne Smith, Attorney Todd Truntz and Judy Wechter

Special Guests from Leadership Lancaster Corbin Beittel, Kira Chhatwal, Amanda Martin, Matt Spezialetti, Shawn Strauss and Linsey Waltermeyer

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

**I. Welcome and Request for Public Comment**

No public comment was presented.

**II. Call to Order / Roll Call**

Francis Miliano will be abstaining from voting due to issues regarding proxies.

**III. Title II presentation**

Cheryl Heister, Executive Director, Literacy & Learning Success Centers, and Deborah Lovett, Community Education Supervisor for Lancaster Lebanon Intermediate Unit 13 presented a background on Title II. In addition, the presentation focused on the impact of the pandemic and presented success stories on how adult education can partner with businesses. Cheryl reported the expectation of higher dropout rates because of loss of support. Deborah highlighted the pandemic impact and noted the retooling required to build jobs as well as the need to create digital inclusion. Lancaster is home to 29 physicians trained in Cuba

who would like to reclaim their skills. Cheryl explained how, in working with Penn State University, Lancaster now has six bilingual nurses as a result of the retooling.

#### **IV. EDSI Instructors' presentation**

Four PA CareerLink® Lancaster County instructors, Mary Barnett, Susan Cazillo, Angela Harnish, and Jessica Hernández teamed to present an interactive online illustration of how they build community and breakdown barriers. The presentation focused on the wide variety of tools available.

Jill Sebest Welch asked about the challenges with internet connectivity. Susan Cazillo replied that community partners have provided solutions, smartphones have been an alternative, and the telephone is always an option.

#### **V. Consent Agenda** (includes items approved in LCWDB Executive Comm.)

- A. LCWDB Meeting Minutes from February 18, 2021
- B. Finance reports (including balance sheet) for February 2021
- C. Approve contract with LEMSA
- D. Approve Pennant for LCWDB web site redesign
- E. Approve revised cell phone use policy
- F. Approve Local Plan
- G. Approve Regional Plan
- H. Approve PY 20 Separation of Duties Worksheet
- I. Approve transfer of \$150,000 from Dislocated Worker to Adult funding

After discussion and on motion duly made by Jean Martin seconded by Peter Caddick, it is:

**RESOLVED**, that the LCWDB ratified the consent agenda items presented April 15, 2021.

(Motion carried unanimously.)

#### **VI. Action**

- A.** Approve annual license for DocuSign, Inc.

After discussion and on motion duly made by Peter Caddick seconded by Raymond Tsudy, it is:

**RESOLVED**, that the LCWDB the annual license for DocuSign, Inc. is approved for renewal with additional users.

(Motion carried unanimously.)

- B.** Approve Fireworks Consulting as the Career Ready Lancaster! Coordinator as an independent contractor

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

RESOLVED, that the hiring of Frameworks Consulting (Kim Patrick) is approved for the Career Ready Lancaster! Coordinator as an independent contractor.

(Motion carried unanimously.)

- C. Approve hiring Pennant as the website developer for Career Ready Lancaster! As an independent contractor.

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

RESOLVED, that the hiring of Pennant is approved for the Career Ready Lancaster! web development as an independent contractor.

(Motion carried unanimously.)

## **VII. Discussion Items**

- A. PA CareerLink® Lancaster County update provided by Judy Wechter.
- B. LCWDB 2021 dashboard reviewed by Valerie Hatfield.
- C. Youth Council update was provided by Francis Miliano. She reviewed upcoming events and grants and encouraged all to provide information for EdgeFactor through Facebook.
- D. CRL! update was provided by Anna Ramos. She showcased the new, clean logo developed by LCCTC students.
- E. Construction tour will be held on April 29, from 4 p.m. to 5 p.m. for staff and members to see the new building.
- F. Networking event will be held on May 13, watch for more information.
- G. Member feedback - Peter Caddick said the presentations were very helpful, and he would like to see more of them. Members agreed.

## **VIII. Adjournment**

Peter Caddick made the motion to adjourn the meeting at 9:03 a.m. with Brian Paterniti seconding the motion.