



Executive Committee  
Tuesday, July 13, 2021, 3:30 p.m.  
Zoom Meeting

Members Present: Tom Baldrige, Jodi Pace, G. David Sload and Jill Sebest Welch

Members Not Present: John Biemiller, Michael Ford and Jean Martin

Staff and Contractors: Anibal Aponte, Jim Black, Rebecca DeWitt, Valerie Hatfield, Francis Milano, Rae Miller, Carissa Pinkard, Anna Ramos, Cathy Rychalsky, Attorney Robert Saidis, Attorney Todd Truntz and Judy Wechter

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

G. David Sload called the meeting to order at 3:33 p.m. and requested public comment. There was none.

**II. WDB Dashboard**

Valerie Hatfield reviewed the WDB dashboard. She noted Judy Wechter's upcoming PA CareerLink® Lancaster County scavenger hunt. The labor force participation is lower than the past. The unemployment rate continues to decrease. Wages are trending up.

**III. Consent Agenda**

**A. Finance and Executive Committee Meeting minutes from June 9, 2021**

Dave Sload asked if there were comments or concerns regarding the minutes. There were none.

**B. Finance reports for May 2021**

Cathy Rychalsky reviewed the May 2021 finance reports quickly because she wanted to spend the time discussing the modification. A significant amount of administrative funds will be expiring, so these funds have been applied to moving expenses as well as programs. Details will be provided at the next meeting.

Jill Sebest Welch asked about the carry-over and grant extensions.

### **C. Balance Sheet**

The yearly comparison was added last month.

### **D. Check register for June 3, to July 8, 2021**

**RESOLVED**, the Consent Agenda items were reviewed and adopted as presented.

## **IV. Action Items**

### **A. Approve LCWDB Budget Modifications**

After discussion upon a motion duly made by Jodi Pace and seconded by Tom Baldrige, it is:

**RESOLVED**, the Executive Committee recommends the PY 21 LCWDB budget modification to the LCWDB.

(Motion carried unanimously.)

G. David Sload asked if the budget modification has to go to the Commissioners', and Attorney Saidis said it does not.

Cathy Rychalsky's presentation provided details on the need for this modification.

### **B. Approve revisions to local plan**

After discussion upon a motion duly made by Tom Baldrige and seconded by Jill Sebest Welch, it is:

**RESOLVED**, the revised LCWDB local plan was approved.

(Motion carried unanimously.)

Cathy Rychalsky noted that the noted revisions were from the Commonwealth's input.

## **V. Discussion Items**

### **A. PA CareerLink Lancaster County update**

Judy Wechter presented the Workforce Contractor and Operations Updates. UC inquiries are down.

Jill Sebest Welch asked Judy for a reentry contact.

G. David Sload said that ABC Keystone trains reentry folks, but the Commonwealth laws and regulations present barriers for reentry candidates getting hired. Dave said that in the 1960's, laws were enacted to further penalize offenders and deter crime.

Tom Baldrige told Dave Sload that the Chamber would like to partner with ABC Keystone to address these barriers.

## **B. Youth Council Update**

Francis Miliano highlighted some of the activities the Youth Council is currently addressing. She noted that the Junior Achievement Virtual Career Fair had over 1200 student visitors from eight counties.

Francis said career mentoring training is a project they are addressing since they have received so much interest in this area.

Jill Sebest Welch noted that Attollo works with local high schools to promote college entry as well as an entrepreneur track. Cathy responded that this may qualify for a SWA grant.

## **C. CRL! Update**

Anna Ramos noted that the **employer demand team's** goals are being reviewed since their report has published and circulated. The **career readiness team** has completed videos on the essential skills/High Five requested by employers for CRL! and EdgeFactor. The **career readiness team** will be reaching out for business partners.

The marketing team has been focused on projecting the information; the soft launch will be by the end of the month. The hard launch will happen before school starts.

United Way has been working on the social media plan to sustain CRL!

## **D. Construction Update**

Cathy Rychalsky reported the paint colors for the new building have been selected, and painting will take place next week. She said the site looks fabulous, and the pylon sign will be coming soon. The developer and Speedwell have handled supply delays, and the move-in date remains November.

## **VI. Executive Session**

The Executive Committee adjourned into Executive Session at 4:38 p.m. The purpose of the Executive Session was to discuss personnel matters. The Executive Committee meeting was reconvened at 4:53 p.m.

### **A. Policy Delegating Staff Personnel Matters to Executive Director**

After discussion upon motion duly made by Tom Baldrige and seconded by Jodi Pace, it is:

**RESOLVED**, that the Policy authorizing the delegation of staff personnel matters to the Executive Director, which is attached hereto as Exhibit "A", is hereby adopted.

(Motion carried unanimously.)

**B. Resolution Delegating Staff Personnel Matters to Executive Director**

After discussion upon motion duly made by Jodi Pace and seconded by Jill Welch, it is:

**RESOLVED**, that the Executive Committee hereby delegates staff personnel matters to the Executive Director in accordance with the Policy attached hereto as Exhibit "A".

(Motion carried unanimously.)

The meeting was adjourned at 5:03 p.m.

**II. Resolution Delegating Staff Personnel Matters to Executive Director**

After discussion upon motion duly made by Jodi Pace and seconded by Jill Welch, it is:

**RESOLVED**, that the Executive Committee hereby delegates staff personnel matters to the Executive Director in accordance with the Policy attached hereto as Exhibit "A".  
(Motion carried unanimously.)

The meeting was adjourned at 5:03 p.m.

**VII. Adjournment**

The meeting was adjourned at xxxx