



**Thursday, August 19, 2021  
7:30 a.m. - Zoom Meeting**

**Minutes**

- Members Present: Keith Baker, Marlyn Barbosa, Brian Barnhart, Kyonna Bowman, Peter Caddick, Kristi Casey, Mike Ford, Jean Martin, John McGrann, Shaun Murphy, Jodi Pace, Brian Paterniti, Susan Richeson, Angela Sanders, G. David Sload, Jill Sebest Welch and Leslie Wireback
- Members Not Present: Tom Baldrige, John Biemiller, Barry David, James Morgan, and Raymond Tsudy
- Staff and Contractors: Anibal Aponte, Derrick Donnell, Valerie Hatfield, Chris Mahrer Harrison, Angela Mayo, Larry Melf, Francis Miliano, Rae Miller, Laura O'Neill, Carissa Pinkard, Anna Ramos, Cathy Rychalsky, Attorney Robert Saidis, Yanimer Serrano, An'Dionne Smith, Attorney Todd Truntz, Judy Wechter and Chris Zimmerman

At 7:31 a.m., G. David Sload opened the meeting of the Lancaster County Workforce Development Board ("LCWDG") and made a request for public comment.

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

No public comment was presented.

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

Participants were asked to post their name in chat.

**III. Pennsylvania Office of Vocational Rehabilitation ("OVR") presentation by Susan Richeson**

There are fifteen OVR offices in Pennsylvania. OVR has an office in York that serves Lancaster and other contiguous counties. OVR supports individuals with every disability except visual impairment. OVR provides a wide range of services to eligible individuals and individuals who intend to enter or re-enter the workforce. OVR services are provided on a case-by-case basis, and there must be a need for multiple vocational rehabilitation services over a period of at least six months. OVR provides diagnostics, vocational evaluation, counseling, guidance, training, restoration, placement assistance, assistive technology, support services, and employer services.

OVR provides additional services for students aged 14-21 having a disability with an IEP or Section 504 plan. OVR does provide paid work experience for student participants in groups or individually. OVR provides job exploration, work-based learning experiences, workplace readiness training, self-advocacy skills and counseling on opportunities for post-secondary education.

**IV. Consent Agenda** (includes items previously approved by the LCWDB Executive Committee)

- A. LCWDB Meeting Minutes from June 17, 2021
- B. Finance reports (including balance sheet) for June 2021

G. David Sload asked if there were any comments regarding the June 17, 2021 meeting minutes. There were none.

There is a LCWDB budget modification to close the 2020-2021 fiscal year. Cathy Rychalsky explained the format of the Summary of Grant Expenditures report and how it relates to the Schedule of Obligations.

After discussion and on motion duly made by Brian Barnhart seconded by Jodi Pace, it is:

**RESOLVED**, that the LCWDB ratifies the items set forth on the consent agenda.

(Motion carried unanimously.)

**V. Action Items**

- A. Approval of MaherDuessel for provision of tax and accounting professional services

After discussion and on motion duly made by Jodi Pace and seconded by Marlyn Barbosa it is:

**RESOLVED**, that MaherDuessel is approved as vendor for the provision of tax and accounting professional services.

(Motion carried unanimously.)

- B. Approval of revisions to Plan Year 2021-2024 WIOA Multi-Year Local Area Plan (the "LCWDB Local Plan")

Cathy Rychalsky noted that edits made by the Commonwealth of Pennsylvania focused on apprenticeships and certain data contained in the Plan.

After discussion and on motion duly made by Keith Baker seconded by Jill Sebest Welch it is:

**RESOLVED**, that the revised LCWDB Local Plan is approved.

(Motion carried unanimously.)

C. Approval of revisions to the WIOA Multi-Year (PY 2021-2024) Regional Plan

Cathy Rychalsky noted that the Commonwealth of Pennsylvania appointed Lancaster County to work within a specific regional workforce development area. The South Central Pennsylvania area has a separate workforce development board, South Central Workforce Investment Board, which combined with the Lancaster County workforce development area, forms the South Central Region.

After discussion and on motion duly made by Brian Paterniti seconded by Jodi Pace it is:

**RESOLVED**, that the revised WIOA Multi-Year (PY 2021-2024) Regional Plan is approved.

(Motion carried unanimously.)

D. Approval of modification of the LCWDB Plan Year 2020-2021 budget

Cathy Rychalsky explained that due to unbudgeted purchases such as moving expenses that were not projected, and additional grant funding to purchase technology equipment and services and for personnel, expenses in the Plan Year 2020-2021 LCWDB budget were reduced, and operating expenses increased to \$83,061.43.

After discussion and on motion duly made by Brian Paterniti seconded by Mike Ford it is:

**RESOLVED**, that the modification of the LCWDB Plan Year 2020-2021 budget is approved, subject to future audit.

(Motion carried unanimously.)

E. Approval of revised Employment Advancement Retention Network Program ("EARN") contract renewal to amend prior action item

Cathy Rychalsky explained that the amount of the original EARN contract was stated at \$1,310,148.45, but the actual contract total is \$1,456,205.80, reflecting a net increase of \$146,057.35.

After discussion and on motion duly made by Marlyn Barbosa seconded by Jean Martin it is:

**RESOLVED**, that the revised EARN contract with Educational Data Systems, Inc. is approved.

(Motion carried unanimously.)

- F. Approval of revised Temporary Assistance for Needy Families (“TANF”) contract renewal to amend prior action item

After discussion and on motion duly made by Brian Paterniti seconded by Marlyn Barbosa it is:

**RESOLVED**, that the revised TANF contract with Educational Data Systems, Inc. for Plan Year 2021-2022 is approved.

(Motion carried unanimously.)

- G. Approval of Plan Year 2021-2022 WIOAA Title I Budget allocation

After discussion and on motion duly made by Dr. Brian Barnhart seconded by Brian Paterniti it is:

**RESOLVED**, that the Plan Year 2021-2022 WIOAA Title I budget allocation is approved, subject to audit.

(Motion carried unanimously.)

## **VI. Discussion Items**

- A. CRL! Presentation by Anna Ramos
- B. PA CareerLink® Lancaster County update presented by Judy Wechter
- C. Strategic Plan Dashboard update presented by Valerie Hatfield
- D. Youth Council update
  - Mike Ford and Carissa Pinkard teamed to present the Edge Factor update.
- E. Construction update
  - Cathy Rychalsky noted the Commonwealth approved the of \$315,000 for purchase of furnishings for the new office facility.
- F. Member feedback
  - None.

## **VII. Adjournment**

Brian Paterniti made the motion to adjourn the meeting at 9:03 a.m. with Jill Sebest Welch seconding the motion.