



**Wednesday, November 2, 2021
3:30 p.m. - Zoom Meeting**

Minutes

Members Present: Tom Baldrige, John Biemiller, Michael Ford, Jean Martin, Francis Miliano, Jodi Pace, G. David Sload and Jill Sebest Welch

Staff and Contractors: Anibal Aponte, Valerie Hatfield, Angela Mayo, Carissa Pinkard, Anna Ramos, Cathy Rychalsky, Attorney Robert Saidis, Attorney Todd Truntz, Judy Wechter and John Zander

At 3:30 p.m., G. David Sload opened the meeting of the Executive Committee of the Lancaster County Workforce Development Board ("LCWDB") 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 names in the Zoom chat box.

III. Consent Agenda

- A. Executive Committee Meeting Minutes from October 5, 2021
- B. Finance Reports for September 2021
- C. Balance Sheet
- D. LCWDB Check Register for the period September 29, 2021 to October 26, 2021

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

RESOLVED, the Consent Agenda items were reviewed and adopted as presented, subject to any corrections or modifications that may be made as a result of an audit.

(Motion carried unanimously.)

IV. Action Items

A. Approval of purchase of a refrigerator for the board room located in the new LCWDB location.

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

RESOLVED, that that Executive Director is authorized to purchase a refrigerator for the Board Room located in the new LCWDB location for an amount not to exceed \$3,500.00.

(Motion carried unanimously.)

B. Approval of Heritage Communication, LLC for the provision of audio visual technology services for the PA CareerLink and the new LCWDB building

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

RESOLVED, that that Executive Director is authorized to enter a contract with Heritage Communications, LLC, the terms of which shall be subject to the final approval of the LCWDB Solicitor, for the provision of audio visual technology services in an amount not to exceed \$64,601.00 .

(Motion carried unanimously.)

C. Approval of Martin CFS for Moving Services

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

RESOLVED, that that Executive Director is authorized to enter a contract with Martin CFS, the terms of which shall be subject to the final approval of the LCWDB Solicitor, for the provision of moving and relocation services in an amount not to exceed \$6,793.64.

(Motion carried unanimously.)

D. Approval of Sentry Solutions for the Provision of a Security System at the new LCWDB Building

After discussion upon a motion duly made by John Biemiller and seconded by Jodi Pace it is:

RESOLVED, that that Executive Director is authorized to enter a contract with Sentry Solutions, the terms of which shall be subject to the final approval of the LCWDB Solicitor, for the provision of security systems for LCWDB and the Pa CareerLink in the new LCWB building in an amount not to exceed \$19,544.00.

(Motion carried unanimously.)

V. Discussion Items

- A. PA CareerLink® Lancaster County Update
- B. Youth Council Update
- C. Career Ready Lancaster! (“CRL!”) Update
- D. Construction update

VI. Adjournment

The meeting adjourned at 4:27 p.m.