



Executive & Finance Committee Meeting  
Tuesday, August 3, 2021 3:30 p.m.  
Zoom Meeting

Members Present: Tom Baldrige, John Biemiller, Jean Martin, Jodi Pace, and Jill Sebest Welch

Members Not Present: Michael Ford and G. David Sload

Staff and Contractors: Anibal Aponte, Valerie Hatfield, Rae Miller, Carissa Pinkard, Anna Ramos, Cathy Rychalsky, Attorney Todd Truntz and Judy Wechter

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

Jodi Pace called the meeting to order at 3:33 p.m. and requested public comment. There was none.

**II. Consent Agenda**

**A. Finance and Executive Committee Meeting minutes from July 13, 2021**

Jodi Pace asked if there were comments or concerns regarding the minutes. Jill Sebest Welch provided a correction on the spelling of Attollo.

**B. Finance reports for June 2021**

Cathy Rychalsky reviewed the June 2021 finance reports highlighting the carry-over funds. Tom Baldrige asked for a comparison of carry-over funds for 2020 against 2021.

**C. Balance Sheet**

Cathy Rychalsky explained drawdowns.

**D. Check register for July 9, to July 30, 2021**

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

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

(Motion carried unanimously.)

### **III. Action Items**

#### **A. Approve revised EARN contract renewal**

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

**RESOLVED**, the Executive Committee recommends the revised EARN contract renewal modification to the LCWDB.

(Motion carried unanimously.)

#### **B. Approve additional team coaching sessions with D. R. Styer & Associates**

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

**RESOLVED**, the additional team coaching sessions with D. R. Styer & Associates were approved.

(Motion carried unanimously.)

Jill Sebest Welch suggested taking one of the hours and have Donna Styer meet with members to get suggestions and feedback on the culture.

### **IV. Discussion Items**

#### **A. Strategic Plan**

In talking with Dave Sload, Cathy Rychalsky asked about updating the strategic plan. Although the current plan covered 2019-2021, Jill Sebest Welch suggested that with COVID and the new building, it may be better to let things settle and reassess in another year. Valerie Hatfield referenced the upcoming branding changes. Anna Ramos referenced the newly approved local plan.

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

Judy Wechter presented the Workforce Contractor and Operations Updates and reported that activity has increased although RESEA is limping along. EARN clients are being re-engaged. There is an increase in job search.

Yesterday, Cathy Rychalsky requested three full-time UC staff be in-house to help with UC challenges presented to PA CareerLink® Lancaster County staff due to the ID and other new UC issues.

### **C. Youth Council Update**

Carissa Pinkard presented a review of the meeting on July 30. This meeting focused on current challenges on enrollment and retention as well as improvements.

### **D. CRL! Update [www.careerreadylancaster.com](http://www.careerreadylancaster.com)**

Anna Ramos reported that the CRL! site soft- launched on July 30. There is a marketing and social media plan that is underway.

### **E. Construction Update**

Cathy Rychalsky is working with the Commonwealth for a ribbon cutting ceremony. The floors will be installed this week or next.

### **V. Adjournment**

After a motion duly made by Jean Martin and seconded by John Biemiller, it is:

**RESOLVED**, the meeting adjourned at 4:46 p.m.

(Motion carried unanimously.)