##### Thursday, December 16, 2021

##### 7:30 a.m. - Hybrid Meeting (Zoom and in-person)

**Minutes**

|  |  |
| --- | --- |
| Members Present: | Arthur Ace, Keith Baker, Marlyn Barbosa, Brian Barnhart, John Biemiller, Kyonna Bowman, Peter Caddick, Kristi Casey, Barry David, Mike Ford, Jean Martin, John McGrann, James Morgan, Shaun Murphy, Jodi Pace, Brian Paterniti, Dan Pick, Susan Richeson, Angela Sanders, G. David Sload, Raymond Tsudy, Jill Sebest Welch and Leslie Wirebach |
| Members Not Present: | Tom Baldrige and Francis Miliano |
| Staff and Contractors: | Anibal Aponte, Valerie Hatfield, Angela Mayo, Rae Miller, Laura O’Neill, Carissa Pinkard, Anna Ramos, Cathy Rychalsky, Attorney Robert Saidis, An’Dionne Smith, Liz Swirniuk, Attorney Todd Truntz, Judy Wechter and John Zander |

## At 7:32 a.m., G. David Sload opened the meeting of the Lancaster County Workforce Development Board (“LCWDB”) and made a request for public comment.

## Welcome and Request for Public Comment

No public comment was presented.

## Call to Order / Roll Call

Participants introduced themselves, and new members were recognized.

1. **Consent Agenda** (includes items previously approved by the LCWDB Executive Committee)
   1. LCWDB Meeting Minutes from October 20, 2021
   2. Finance reports (including balance sheet) for October 2021

G. David Sload asked if there were any comments on the October 20, 2021, meeting minutes. There were none.

Cathy Rychalsky reviewed the finance reports.

After discussion and on motion duly made by Peter Caddick and seconded by Brian Barnhart, it is:

**RESOLVED**, that the LCWDB hereby ratifies and approves the items set forth in the Consent Agenda subject to any corrections or modifications that may be made as a result of an audit.

(Motion carried unanimously.)

1. **Action Items**
   1. **Approve Revision to** **Program Policies PP# 204 - Work-Based Learning**

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

**RESOLVED**, that the revisions to Program Policies PP#204 - Work-Based Learning that include Registered Apprenticeships as approved for WIOA funding are hereby approved.

(Motion carried unanimously.)

Dr. Brian Barnhart and G. David Sload abstained from the vote on this motion.

* 1. **Approve Contract for Business Mentoring Program**.

After discussion and on motion duly made by Jean Martin and seconded by Arthur Ace, it is:

**RESOLVED**, that a contract in the amount of $8,700.00 for the continued provision of a business mentoring program by Frameworks Consulting is hereby approved.

(Motion carried unanimously.)

* 1. **Approve Contract with Equus Workforce Solutions for Out-of-School Youth Opportunities**.

After discussion and on motion duly made by John McGrann and seconded by Jean Martin, it is:

**RESOLVED**, that a contract with Equus Workforce Solutions for the provision of Out-of-School Youth services for thirty (30) participants for the period of December 1, 2021 to June 30, 2022 at a cost not to exceed $250,000.00 is hereby ratified and approved.

(Motion carried unanimously.)

* 1. **Approve Contract with Center for Regional Analysis**

After discussion and on motion duly made by Arthur Ace and seconded by John McGrann, it is:

**RESOLVED**, that a contract in the amount of $30,000.00 with Center for Regional Analysis for the development of a Standard Occupation Code labor market mapping framework for the manufacturing and healthcare industries is hereby approved.

(Motion carried unanimously.)

John Biemiller abstained from the vote on this motion.

**V. Discussion Items**

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

Judy Wechter reviewed the Q1 dashboard and highlighted a reentry salary on the October 2021 Update.

**B. Career Ready Lancaster! (“CRL!”)**

Anna Ramos and Peter Caddick reviewed a CRL! Presentation.

**C. Youth Council update**

Carissa Pinkard provided an update highlighting current Youth Council activities.

**D. Strategic Plan dashboard**

Valerie Hatfield reviewed the dashboard focusing on current data and trends

* 1. **Member feedback**

James Morgan noted technical difficulties regarding the Zoom portion of the meeting.

**VI. Adjournment**

G. David Sload adjourned the meeting at 8:38 a.m.