



Thursday, August 18, 2022

7:30 a.m. - Zoom Meeting

Minutes

Members Present: Keith Baker, Marlyn Barbosa, Kristi Casey, Mike Ford, Jean Martin, John McGrann, Francis Miliano, Jodi Pace, Brian Paterniti, Dan Pick, Angela Sanders, Timothy Shenk, Dr. Stuart Savin, Brad Shulenberger, G. David Sload, Raymond Tshudy, Jill Sebest Welch and Heather Valudes

Members Not Present: John Biemiller, Kyonna Bowman, James Morgan and Susan Richeson

Staff, Contractors and Guests: Anibal Aponte, Peter Caddick, Valerie Hatfield, John Moser, Carissa Pinkard, Anna Ramos, Victoria Smith and Attorney Todd Truntz

At 7:32 a.m., Jodi Pace called the meeting of the Lancaster County Workforce Development Board ("LCWDB") to order 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

III. New LCWDB Members and One Stop Operator introduced:

- A. Heather Valudes – Lancaster Chamber
- B. Brad Shulenberger – Warfel Construction
- C. Timothy Shenk – Lancaster-Lebanon Intermediate Unit 13
- D. Dr. Stuart Savin – Lancaster County Career and Technology Center
- E. Matthew Carey – Site Administrator, PA CareerLink® of Lancaster County

IV. Consent Agenda (includes items approved in LCWDB Executive Comm.)

Upon motion of Heather Valudes and seconded by Francis Miliano, the following item was removed from the Consent Agenda to the Action Items:

- C. Approve Job Descriptions

(Motion carried unanimously. There were no abstentions.)

After discussion and on motion duly made by John McGrann and seconded by Francis Miliano, it is:

RESOLVED, that the following remaining Consent Agenda items are hereby approved subject to any corrections or modifications that may be required as a result of an audit.

- A. Minutes of the June 16, 2022 LCWDB meeting
- B. Finance reports (including balance sheet) for July 2022

(Motion carried unanimously. There were no abstentions.)

V. Action Items

A. Approval of updated Job Descriptions (removed from Consent Agenda)

After discussion and on motion duly made by Heather Valudes and seconded by Francis Miliano, it is:

RESOLVED, that descriptions for the following employment positions are hereby approved:

Program Manager
Administrative Assistant
Contract Administrator and Outreach Manager
Fiscal Manager
Fiscal Coordinator

(Motion carried unanimously. There were no abstentions.)

B. Approval of Chief Elected Official and Local Workforce Development Board Partnership and Fiscal Agreement

After discussion and on motion duly made by Stuart Savin and seconded by Francis Miliano, it is:

RESOLVED, that the LCWDB hereby approves the Chief Elected Official and Local Workforce Development Board Partnership and Fiscal Agreement with the Lancaster County Board of Commissioners in the form provided, and the Chairperson is authorized to execute the said Agreement on behalf of the LCWDB.

(Motion carried unanimously. There were no abstentions.)



C. Approval of TANF Youth Contract

After discussion and on motion duly made by John McGrann and seconded by Jill Sebest Welch, it is:

RESOLVED, that the LCWDB hereby ratifies and approves a Temporary Assistance for Needy Families (TANF) Youth Development Program Services contract with Educational Data Systems, Inc. (EDSI) in the amount of \$363,368.00 for the period beginning September 1, 2022 through June 30, 2023, subject to a one (1) year extension, and further subject to any corrections or modifications that may be required as a result of an audit.

(Motion carried unanimously. There were no abstentions.)

D. Approval of Consulting Agreement– John Moser

After discussion and on motion duly made by Francis Miliano and seconded by Heather Valudes, it is:

RESOLVED, that the LCWDB hereby ratifies and approves a Consulting Agreement with John Moser in the form provided, which is effective August 1, 2022 at a rate of \$100.00 per hour, subject to any corrections or modifications that may be required as a result of an audit.

(Motion carried unanimously. There were no abstentions.)

VI. Executive Director Update

- F. Executive Director Anna Ramos provided a detailed update on her 90 Day Action Plan
- G. Vicki Thompson, of Thomas P. Miller & Associates – provided a detailed update regarding the Workforce Alliance Strategic Plan

VII. Discussion Items

- A. Youth Committee – A report will be provided at the October LCWDB meeting
- B. PA CareerLink® Lancaster County update – A report will be provided at the October LCWDB meeting
- C. Executive Director Ramos provided an operations update
- D. Member feedback – Timothy Schenck inquired about employer collaboration in apprenticeship programs. Jill Sebest Welch congratulated the team on the apprenticeship award

Jodi Pace adjourned the meeting at 8:55 a.m.

An Executive Session was held from 8:55 to 9:05 to discuss litigation matters, and no official action was taken by the LCWDB.