



Local Management Committee (LMC)

Meeting MINUTES

October 12, 2022, at 9:00 A.M. HYBRID

- I. Call to Order and Roll Call of Members
 - In Attendance: Melissa Arslan (KEYS), Liz Swirniuk (Milagro House), Melisha Melecio (IU13 ELECT), Raquel Resto (Lancaster County Food Hub), Melissa VanDorn (PA CareerLink® Lancaster County), Brenda Meals (PA CareerLink® Lancaster County EARN), Carissa Pinkard (LCWDB), Tim Dugan (PA DHS), Sara Wendler (CAO)
- II. Approval of July 2022 Meeting Minutes
 - Motion made by Melissa VanDorn, Seconded by Liz Swirniuk. All in favor, 0 Abstentions.
- III. Program Updates
 - A. LCWDB
 - Carissa advised that just completed RFP's and it has been recommended by the evaluating committee and Executive Committee that Eckerd Connects will be the new EARN provider. Notified all that there is the potential for a transition in staff, but services will not be interrupted
 - B. CareerLink®
 - Melissa shared that there are 80 active clients in EARN, just received 3 referrals, and that they are supporting refugees not able to be recorded on CWDS.
 - The team advised that they are increasing credentialing with their customer service course. 13 participated and completed thus far. 7 started last week.
 - They have a licensed counselor on staff dedicated to the program 100% of the time. 93% retention and exceeded IEP goal
 - C. Around the room
 - PA DHS: Tim shared that he will schedule time to meet with the new staff to ensure smooth transition and provide assistance
 - The department is focusing more on best practices the human-centered approach so we will see some changes in terms of monitoring to reflect the new approach.



- Milagro House: Liz advised that she is new to her role. She oversees career and life skills.
 - Milagro House is a transitional living home. There are currently 4 moms. Capacity is to house 9 moms.
 - Liz advised Evening of Miracles @ the Fulton Theater October 25th. Contact her for tickets
- Teen Elect: Melisha advised that this is a SDOL program to support young parents up to age 21. Post-secondary opportunities with their Bridge Program for young parents to attend trade school and attain certificates.
- Lancaster Food Hub: Raquel shared about the day center. Open 9:30am to 11:45am, 12:30 to 4pm. Help with filling out paperwork to get an ID, food, scrubs, and clothing
- KEYS: Melissa advised that 130 students are currently enrolled. They have funding to increase enrollment.
 - They provide academic and personal support to the students.
 - Melissa advised students prefer to meet virtually but offer in-person as needed.
 - Melissa said to send Snap and TANF recipients her way, she welcomes partnerships
- CAO: Sara advised that LIHEP is getting ready to kickoff and be open to the public on 11/1/2022. If a client has a postcard and unable to get logged in, please reach out to CAO to walk them thru it. Energy Assistant Officers are there to help and outreach with applications.
 - Sara noted they are short on supervisors
 - There have been cohorts of trainees and is essentially a whole new staff.
 - All trainees are fully versed on TANF, but only 1 refugee specific worker.
 - The TANF team is about 25 members and each holds a caseload of about 300.00.

IV. Discussion

All occurred in our round the room updates

V. Adjournment

- Motion to adjourn by Liz Swirniuk, Seconded by Sara Wendler. All in favor, 0 Abstentions.