



**LCWDB Board Meeting**  
**Thursday, June 15, 2023 at 7:30 a.m.**  
**1046 Manheim Pike, 2<sup>nd</sup> Floor, Lancaster, PA**  
**17601**

**Hybrid Meeting**

**In person is strongly encourage, TEAMS virtual option is available:**

Meeting ID: 258 283 388 307

Passcode: SEyuRUn

**Minutes**

Members Present:                   In person: John Biemiller, Salena Coachman, Rhonda Kurtz, Jean Martin, Thomas Neely, Angela Sanders, Stuart Savin, Tim Shenk, Brad Shulenberger, Erin Treese, Heather Valudes, Keith White

  Via Microsoft TEAMS videoconference: Keith Baker, Marlyn Barbosa, Michael Berk, Kyona Bowman, Michael Ford, Daniel Pick, Kurt Stillwagon, Jill Sebest Welch

Staff, Contractors, and           In person: Anibal Aponte, Lauren Beal, Brian Brooke  
Guests:                                   Matthew Carey, AJ Eckman, Valerie Hatfield, Karen Schloer, Anna Ramos, Solicitor Todd Truntz

  Via Microsoft TEAMS videoconference: Mary Byrd, Antonio Morales, State Monitor

**I.       Welcome/Roll Call and Request for Public Comment**

At 7:30 a.m., Chairperson Jodi Pace called the meeting of the Lancaster County Workforce Development Board (“LCWDB”) to order and made a request for public comment. No public comments were presented to the Board.

**II.     Call to Order/Roll Call**

### **III. Consent Agenda**

#### **A. Finance reports for April 2023**

Fiscal Director Anibal Aponte presented the previous month's financial statements (Check Register, Balance Sheet, Profit & Loss Statement), as well as the year-to-date financial statements.

After discussion and on motion duly made by John Biemiller and seconded by Dr. Stuart Savin, it is:

**RESOLVED**, that Consent Agenda is hereby approved.

(Motion carried unanimously. There were no abstentions.)

### **IV. Contractor Presentations**

Six (6) five-minute-long presentations were given from by groups with which LCWDB who were awarded career exploration contracts with. These groups included the Lancaster Recreation Commission, the Boys & Girls Club of Lancaster, Junior Achievement of Central Pennsylvania, Patients R Waiting, The Foundation of the Lancaster Chamber, and Lancaster-Lebanon Intermediate Unit 13 (IU13).

The Board requested written copies of each presentation for future reference. They will be stored in the LCWDB Teams folder created for this meeting.

### **V. Executive Session (Personnel and Litigation)**

From 8:30 a.m. to 8:55 a.m., an executive session was held to discuss personnel and litigation matters. No action was taken during the executive session.

### **VI. Action Items**

#### **A. Approve Settlement Agreement and Release with Carissa Pinkard**

Solicitor Todd Truntz introduced this item.

After discussion and on motion duly made by John Biemiller and seconded by Salena Coachman, it is:

**RESOLVED**, that a settlement agreement and release with former LCWDB employee Carrisa Pinkard is hereby approved.

(Motion carried unanimously. There were no abstentions.)

**B. Approve Youth Coordinator hire**

After discussion and on motion duly made by Michael Berk and seconded by Thomas Neely, it is:

**RESOLVED**, that Mary Byrd is hereby appointed to the position of Youth Coordinator under the terms set forth in Exhibit A.

(Motion carried unanimously. There were no abstentions.)

**C. Approve Communications/Administrative Support Coordinator hire**

After discussion and on motion duly made by Thomas Neeley and seconded by Dr. Stuart Savin, it is:

**RESOLVED**, that Olivia Monnier-Giansanti is hereby appointed to the position of Youth Coordinator under the terms set forth in Exhibit A.

(Motion carried unanimously. There were no abstentions.)

**D. Approve LCWDB Operating Budget for 2023-2024**

After discussion and on motion duly made by Timothy Shenk and seconded by Dr. Stuart Savin, it is:

**RESOLVED**, having been previously approved by the Chief Elected Official on June 7, 2023, that the 2023-2024 operating budget for LCWDB Operating Budget in the amount of \$1,036,736.00 is hereby approved.

(Motion carried unanimously. There were no abstentions.)

**E. Approve WIOA Adult/DW Contract**

After discussion and on motion duly made by Rhonda Kurtz and seconded by Selena Coachman, it is:

**RESOLVED**, that a contract renewal with Educational Data Systems, Inc. (EDSI) in the amount of \$2,225,083.47 for the provision of WIOA Title 1 Adult and Dislocated Worker program services is hereby approved.

(Motion carried unanimously. There were no abstentions.)

**F. Approve Business Services Contract**

After discussion and on motion duly made by Timothy Shenk and seconded by Jean Martin, it is:

**RESOLVED**, that a contract renewal with EDSI in the amount of \$635,000.00 for the provision of Business Services program services is hereby approved.

(Motion carried unanimously. There were no abstentions.)

**G. Approve WIOA Out of School Youth Contract**

After discussion and on motion duly made by Selena Coachman and seconded by Rhonda Kurtz, it is:

**RESOLVED**, that a contract renewal with EDSI in the amount of \$475,000.00 for the provision of WIOA Title I Out of School Youth program services is hereby approved.

(Motion carried unanimously. Dr. Stuart Savin abstained.)

**H. Approve TANF Youth Contract**

After discussion and on motion duly made by Dr. Stuart Savin and seconded by Jill Sebest Welch, it is:

**RESOLVED**, that a contract renewal with EDSI in the amount of \$365,000.00 for the provision of Temporary Assistance for Needy Families (“TANF”) Youth Services program services is hereby approved.

(Motion carried unanimously. There were no abstentions.)

**I. Approve EARN/Work Ready Contract**

After discussion and on motion duly made by Rhonda Kurtz and seconded by Michael Ford, it is:

**RESOLVED**, that a contract renewal with Eckerd Connects in the amount of \$1,315,261.00 for the provision of Employer Assistance and Resource Network (“EARN”) and WorkReady program services is hereby approved.

(Motion carried unanimously. Timothy Shenk abstained.)

**J. Approve OSO Contract**

After discussion and on motion duly made by Timothy Shenk and seconded by Jean Martin, it is:

**RESOLVED**, that a contract renewal with Equus Workforce Solutions in the amount of \$495,000.00 for services to be provided as One Stop Operator for Lancaster County is hereby approved.

(Motion carried unanimously. There were no abstentions.)

**K. Approve Lancaster Chamber CRL! Outreach Contract**

After discussion and on motion duly made by Salena Coachman and seconded by Timothy Shenk, it is:

**RESOLVED**, that a contract with Lancaster Chamber of Commerce in the amount of \$15,000.00 for the provision of social media and outreach efforts for Career Ready Lancaster! is hereby approved.

(Motion carried unanimously. Dr Stuart Savin and Heather Valudes abstained.)

**L. Approve CoLab CRL Facilitation Contract**

After discussion and on motion duly made by Timothy Shenk and seconded by Salena Coachman, it is:

**RESOLVED**, that a 6-month contract with coLAB, inc. in the amount of \$4,600.00 to provide facilitation for Career Ready Lancaster! is hereby approved.

(Motion carried unanimously. Dr. Stuart Savin abstained.)

**VII. Executive Director Update**

**M. PA CareerLink Update**

**N. Discussion Items**

**VIII. Adjournment**

The Chairperson adjourned the meeting at 9:11 a.m. without objection.



# **Lancaster Workforce Development Board**

## **Exhibit A**

### **to the June 15, 2023 Minutes of the Board Meeting**

<b><u>Position</u></b>	<b><u>Annual Salary</u></b>
Youth Coordinator	\$64,000
Communications/Administrative Support Coordinator	\$50,000