



### III. Finance Reports

Fiscal Director Anibal Aponte presented October's financial statements, as well as the year-to-date financial statements. No discrepancies were noted in the financial packet.

After discussion and on motion duly made by Jean Martin and seconded by Francis Miliano it is:

**RESOLVED**, that the financial reports are accepted and are hereby recommended to the full Board for approval, subject to any adjustments made as the result of an audit.

(Motion carried unanimously. There were no abstentions.)

### IV. Action Items

#### A. Training Proposal – Non-Discrimination and Grievance Process

To remain in compliance with Equal Opportunity, PA CareerLink® Lancaster County is required to attend regularly scheduled training. This training will be administered by the One Stop Operator's Site Administrator, Christine Roggenbaum. The title of the training is "Non-Discrimination and Equal Opportunity Training & Grievance and Complaint Handling Procedures".

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

**RESOLVED**, that the PA CareerLink® Lancaster County training on non-discrimination and grievance procedures is hereby approved.

(Motion carried unanimously. There were no abstentions.)

#### B. How Cool is That Video Project – PCAD

LCWDB has identified Pennsylvania College of Art and Design (PCAD) as a BEP Grant recipient to support the "How Cool is That" video series, intended to raise awareness of Career Ready Lancaster! and local career pathways.

After discussion and on motion duly made by Francis Miliano and seconded by Jean Martin, it is:

**RESOLVED**, that a contract with PCAD funded by the BEP Grant in the amount of \$12,000 to run a “How Cool is That” video series, is hereby approved and recommended for submission to the full Board for final approval.

(Motion carried unanimously. There were no abstentions.)

### **C. Contract Increase – EDSI TANF Youth**

A written provider request for funds (per fiscal policy FP#121) was received from EDSI requesting additional funds for out of school youth individual training accounts in the amount of \$15,000. Upon review of available funds, LCWDB proposed to increase \$15,000 in TANF Youth funds to be used for youth ITA's. It was noted that youth would need to dual-enroll between WIOA and TANF Youth. EDSI accepted this proposal and agreed to dual-enroll eligible youth.

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

**RESOLVED**, that an amendment of the existing contract with EDSI for an additional \$15,000.00 in unobligated TANF YOUTH DEVELOPMENT (YDP) funds, is hereby approved and recommended for submission to the full Board for final approval.

(Motion carried unanimously. There were no abstentions.)

### **D. 2024 Calendar Dates**

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

**RESOLVED**, that the 2024 LCWDB meeting calendar is hereby approved and recommended for submission to the full Board for final approval.

(Motion carried unanimously. There were no abstentions.)

### **E. 2024 LCWDB Insurance Coverage**

Coinciding with the end of the calendar year, the health insurance provided to LCWDB employees through Highmark Blue Shield was up for renewal. The previous year's insurance cost per year was \$59,538.00, and increased to \$64,388.88, an 8.15% increase. This increase was

standard for employer-provided insurance and determined to be within reasonable bounds.

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

**RESOLVED**, that Highmark Blue Shield shall be the insurance coverage for employees of LCWDB for the 2024 calendar year, including the 8.15% increase in premium is hereby approved and recommended for submission to the full Board for final approval.

(Motion carried unanimously. There were no abstentions.)

**F. Approve Youth Coordinator revised job description and salary adjustment**

After discussion and on motion duly made by Francis Miliano and seconded by Jean Martin, it is:

**RESOLVED**, that the revised job description for the position of Youth Coordinator as well as the 10% increase in salary (effective 10/20/2023) is hereby approved.

(Motion carried unanimously. There were no abstentions.)

**V. Adjournment.**

The Chairperson adjourned the meeting at 4:56 p.m. without objection.