



LCWDB Special Virtual Only Board Meeting

Via Teams Videoconference

Thursday, May 9, 2024, 3:00 p.m.

Minutes

Member Present:

Keith Baker, John Biemiller, Michael Berk, Salena Coachman, Rhonda Kurtz, Francis Milliano, Jean Martin, Thomas Neely, Angela Sanders, Daniel Pick, Jodi Pace, Susan Richeson, Angela Sanders, Kurt Stillwagon, Bill Troutman

Staff, Contractors,
and Guests:

Anibal Aponte, Brie Becker, Mary Byrd, Tamara Garcia Burkhardt, Carrie, McCullough, Anna Ramos, Todd Truntz

I. Welcome/Roll Call and Request for Public Comment

At 3:05 p.m., Chairperson Jodi Pace called the special meeting of the Lancaster County Workforce Development Board ("LCWDB") to order and made a request for public comment. No public comments were presented.

II. Action Items

A. Approval of Vendor Agreement for Project Manager of the Apprenticeship Building America Grant

This action item is to approve an agreement with Frameworks Consulting, LLC as the project manager for the U.S. Department of Labor Apprenticeship Building America Grant program. LCWDB submitted a request for quotes to identify a vendor qualified to carry out the goals and priorities within the grant as project manager. Only one proposal was received. The agreement will be for a term beginning May 9, 2024 through June 30, 2024.

After discussion, and on motion duly made by Keith Baker and seconded by Michael Berk, it is:

RESOLVED, that a contract in the amount of \$42,000 with Frameworks Consulting, LLC to perform services as the project manager of the Apprenticeship Building America Grant program for a term beginning May 9, 2024 through June 30, 2024, subject to final terms to be negotiated and finalized by LCWDB staff is hereby approved.

(Motion carried unanimously. There were no abstentions.)



B. Approve Firewall Policy

This action item is to approve a One-Stop Operator Firewall Policy for LCWDB. The policy ensures compliance with the Workforce Innovation and Opportunity Act (WIOA), its regulations, and federal and state policies governing when One Stop Operator serves multiple roles within the one stop system, and establishes sufficient firewalls and conflict of interest policies and procedures. Once approved, the Firewall Policy will be submitted to the state once approved, as well as to the Lancaster County Commissioners.

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

RESOLVED, that the LCWDB One Stop Operator Firewall policy is hereby approved.

(Motion carried unanimously. There were no abstentions.)

III. Executive Director Report

The Executive Director reported to the Board that LCWDB's state monitor recently visited to review fiscal files and internal procedures. No issues were identified by the monitor and all was in good order.

It was noted that the next Board meeting has been rescheduled for June 27, 2024 at a location to be announced.

IV. Adjournment

Chairperson Jodi Pace adjourned the meeting at 3:13 p.m. without objection.



Next Meeting

Thursday, June 27, 2024

Mission - The Lancaster County Workforce Development Board seeks to align fiscal resources and provide strategic direction for Lancaster County jobseekers and employers.

Vision - The Lancaster County Workforce Development environment is characterized by innovative opportunities for job seekers, employers, and community partners to achieve their maximum potential.