



Executive Committee Meeting
Virtual Meeting via Videoconference
Monday, January 20th, 2025, at 12:30 p.m.

Minutes

Members Present (Virtual): Thomas Neely, Brad Shulenberger, Keith Baker, Francis Miliano,
Jean Martin, Heather Valudes

Staff and Guests: Anna Ramos, Carrie McCullough

I. Welcome/Roll Call and Request for Public Comment

At 12:32 p.m., Chairperson Thomas Neely called the meeting of the Lancaster County Workforce Development Board ("LCWDB") Executive Committee to order and made a request for public comment. No public comment was presented.

II. Action Items

A. Approval of Revised Job Description

Executive Director Anna Ramos requested approval of a new job description and title for the vacant staff position. This title would change from Youth Programs Coordinator to Programs Coordinator. Ms. Ramos gave the background of the requested change and the coordination it would have in tandem with the new strategic plan.

After discussion, and on motion made by Keith Baker, seconded by Jodi Pace, it is:

RESOLVED, that the position of Programs Coordinator having the job description attached hereto as Exhibit "A" is hereby approved.

(Motion carried unanimously. There were no abstentions.)

III. Executive Director Report

There was no Executive Director Report.

IV. Discussion Items

There were no discussion items.

VII. Adjournment

Chairperson Thomas Neely adjourned the meeting at 1:00 p.m. without objection.

Next Meeting

Tuesday, February 4th, 2025
3:30 p.m.

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