

**Workforce Investment Board
West Central Workforce Investment Area
The Radisson
West Middlesex, PA
May 11, 2011**

Minutes

Members present were: Marcia Anderson, Marc Buskirk, Joseph Clavelli, Gordon Davis, Bruce Denniston, Brian Durniok, Gary Gay, Sam Giannetti, Gary Grant, Ken Jasper, Rachel Martin, Mark McNulty, Kim Miller, Angela Palumbo, Sally Pinson, Roberta Taylor, Andrew Tommelleo and Dominic Vadala

Members absent were: Jay Bruce, Neil Chessin, Gayle Davis, David Greer, Jack Janoso, Rex Knisley, Spike Mancuso, Jay Martin, Therese McShea, Linda Nitch, Robert Powell, Larry Reichard, Tom Scott, Frank Telesz, Mark Wasser and Anthony Zucco

Staff present were: Eileen Borrelli, Gregg Dogan, Debra Donahue, Jackie Haggerty, Eric Karmecy, Rebecca Moder, Deb Paladino and Michelle Sallmen

Others present were: Attorney Ray Bogaty, Jenny Bowser, Amber Beahr, Gianna Neve, Andrew Sanflippo, Gabrielle Zoltani, Tom Wiczen, Connor Chess, Douglas Chess, Marla Chess, Gregory Happ Jr., Gregory Happ Sr., Molly Happ and Bob Messina

The meeting was called to order by Chairman Mark McNulty at 6:05 p.m. Roll was taken and the meeting commenced.

A motion to approve the minutes of the February 9, 2011 meeting was made by Sally Pinson, seconded by Ken Jasper and passed unanimously.

PUBLIC COMMENT PERIOD

- No public comment

GOVERNOR'S ACHIEVEMENT AWARD WINNER

- Debra Donahue recognized the Governor's Achievement Award Winner, Ryan Rischell. Ryan was enrolled in the WIA Adult program. He is an ex-felon who became involved with the CareerLink through a half-way house in Hermitage, PA. Ryan completed the machinist program at Precision Manufacturing Institute in Sharon, PA and is now working full time in Brookfield, OH making \$13.00+ per hour with benefits. Ryan was honored at the Pennsylvania Partners Conference which was held May 4-6, 2011 in Hershey, PA.

INDUSTRY NEEDS YOU 2011 STUDENT VIDEO CONTEST WINNERS

- Eric Karmecy advised the board that the AMDM Industry Partners of West Central PA sponsored a video contest for high school students in Lawrence and Mercer counties. Ten school districts in the

two counties submitted videos for this contest. The students produced a 4-5 minute video showcasing one of 15 area manufacturers. The object of each video was to create a career infomercial that markets manufacturing careers to high school students. The goal of the contest was to increase awareness of the opportunities that exist for careers in manufacturing. These videos were showcased at the Business & Industry Career Fair which was held on April 27, 2011 at the Scottish Rite Cathedral in New Castle.

The first place team winners from Mercer County are Connor Chess and Gregory Happ from Commodore Perry High School. Their video explored the manufacturing career opportunities available at Bucks Fabricating in Hadley, PA.

Mr. McNulty presented the team with a \$1000 Wal-Mart gift card and presented Commodore Perry High School and teacher Bob Messina with a \$500 scholarship from New Castle School of Trades.

The first place team winners from Lawrence County are Amber Beahr, Gianna Neve, Andrew Sanflippo and Gabrielle Zoltani from Neshannock High School. Their video explored the manufacturing career opportunities available at Silgan/IPEC in New Castle, PA.

Mr. McNulty presented the team with a \$1000 Wal-Mart gift card and presented Neshannock High School and teacher Tom Wiczen with a \$500 scholarship from New Castle School of Trades.

MANAGEMENT REPORT

- Finance Report*** – Mr. Dogan referred to the green section of the packet. Page one reflects expenses accrued through April 30, 2011.

Page two reflects WIA Adult, Youth and Dislocated Worker funds. As of April 30, 2011, WIA Adult training funds were budgeted at \$216,337 and \$167,046 had been obligated/expensed, WIA Youth was budgeted at \$424,000 and \$418,925 had been obligated/expensed and WIA Dislocated Worker was budgeted at \$282,443 and \$188,162 had been obligated/expensed.

Page three reflects ARRA (American Recovery and Reinvestment Act) Adult, Youth and Dislocated Worker funds. ARRA Adult was budgeted at \$135,500 and had obligated/expensed \$152,542, ARRA Youth was budgeted at \$2,000 and had obligated/expensed \$1,910 and ARRA Dislocated Worker was budgeted at \$263,000 and had obligated/expensed \$260,034. Mr. Dogan stated the ARRA grants listed need to be expended by June 30, 2011 and anticipates that all of the funds will be exhausted.

Mr. Dogan explained that the reason ARRA Adult funds were over obligated for more than the budgeted amount was due to the possibility that some participants may be dual enrolled or that they may be getting Pell or PHEAA grants and that those amounts will be refunded back to West Central.

Page four reflects the expenditures for the Mercer and Lawrence County CareerLinks.

A motion to approve the Finance Report as presented was made by Sally Pinson, seconded by Gordon Davis and passed unanimously.

- WIA Performance Summary – 2nd Quarter PY 10*** – Mr. Dogan stated that West Central is currently meeting or exceeding all of the performance standards.

□ **Training Report PY 2010** – Mr. Dogan stated the report contains information on Individual Training Accounts, On-the-Job Training and Subsidized Employment. The first part of the report lists the number of students in training, by program, at each training provider. The second part of the report lists On-the-Job Training and Subsidized Employment providers and the number of participants currently employed by these providers.

COMMITTEE REPORTS

□ **Executive Committee** –Mr. McNulty informed the board that the Executive Committee met on April 21, 2011 and the following items were discussed:

- Reduced funding for training in PY 2011 due to Federal budget cuts.
- The multi-level ITA concept and the possibility of lowering the \$8,000 cap on ITAs.
- The Oh-Penn Pathways Innovation Grant has been rescinded which will result in a reduction in funding for Oh-Penn.
- Mr. Giannetti attended the Government Affairs roundtable meeting and presented the following to the Executive Committee.
 - ✓ Oh-Penn will be releasing a regional magazine in September.
 - ✓ Oh-Penn is developing a website using funds from the Wal-Mart grant.
 - ✓ Information on the Oh-Penn project has been presented to the County Commissioners, Federal Legislators and the new Governors of both states.
 - ✓ A roundtable discussion for State Legislators is being planned for this summer.
- The ongoing situation regarding the NwPACC contract has been resolved and the Intermediate Unit IV will now be handling those services for PY 2011.
- Chairman McNulty informed the board that he advised the Executive Committee that he has decided to step down as Chairman of the WIB but wishes to remain on the board.

□ **Training and Services Review Committee** – Mr. Dogan informed the board that the Training and Services Review Committee met on May 9, 2011. There was much discussion regarding the reduction in funding for PY 2011. Mr. Dogan anticipates the loss of approximately \$255,000 in WIA funding, the loss of the ARRA grant funds and the loss of some smaller miscellaneous grants. The committee discussed different options for changes to the Individual Training Account (ITA) policy. After more discussion the committee recommended keeping the ITA funding level at \$8,000 and limiting those funds to tuition and fees only. The remaining incidental costs required for training (i.e. books, uniforms, tools, etc.) would be the participant's responsibility.

Mr. Dogan would like to recommend a motion for the Workforce Investment Board to approve keeping the Individual Training Account limit at \$8,000 to be used for tuition and fees only. Any additional incidental costs required for training would be the participant's responsibility.

A motion to approve the recommendation was made by Gary Grant, seconded by Joseph Clavelli and passed unanimously.

Mr. Dogan also advised the board that while attending a work session at the PA Partners Conference last week he was informed that WCJP is tentatively scheduled to receive a Rapid Response grant in the amount of \$200,000. With Program Year 2011 WIA funding being reduced Mr. Dogan recommends a transfer of \$200,000 from WIA Dislocated Worker to WIA Adult, contingent on receiving the Rapid Response grant.

Mr. Dogan would like to recommend a motion for the Workforce Investment Board to approve transferring \$200,000 from Program Year 2011 WIA Dislocated Worker funds to Program Year 2011 WIA Adult funds contingent on receiving the Rapid Response grant.

A motion to approve the recommendation was made by Roberta Taylor, seconded by Andy Tommelleo and passed unanimously.

Mr. Dogan would like to recommend a motion to authorize West Central Job Partnership staff to negotiate and execute the sub-recipient contracts for Program Year 2011.

A motion to approve the recommendation was made by Angela Palumbo, seconded by Andy Tommelleo and passed unanimously.

- **Youth Council** – Rachel Martin reported to the board that the Youth Ambassadors from Lawrence and Mercer counties were introduced at the Youth Council meeting on April 12, 2011. These students participated in Leadership Training and assisted at the Youth Services Academy that was held at Penn State University. The students each spoke briefly about their experience at the Youth Services Academy and what each of them gained from attending.

Ms. Martin informed the board that the amount budgeted this year for RCEP was \$55,000 with an additional \$15,000 carried over from last year. There were a total of 16 projects funded through the RCEP grant this year and if all projects stay on schedule all of those funds will be exhausted.

Eric Karmecy advised the board that the 2011 Business & Industry Career Fair was held on April 27, 2011 at the Scottish Rite Cathedral. There were 700+ students in attendance as well as 20 exhibitors from local manufacturers and businesses.

The 2011 Northwest Pennsylvania STEM Conference is being held at Grove City College on May 24, 2011. The registration fee is \$110 for adults and \$55 for students.

On May 18, 2011 there will be a mobile mechatronics lab on display at Hickory High School. This is an 80 foot tractor trailer with 40 different units that will depict opportunities for training, re-training and upgrade training for students and companies. Mechatronics is a combination of mechanical, electrical and computers that are incorporated into control systems.

- **Futures Committee** – Mr. Giannetti spoke to the board about the Futures Committee meeting. Some recommendations that came from that meeting were:
 - To promote awareness of the WIB and their activities in the community.
 - Looking at future skills that may be needed in the workplace.
 - Keeping in contact with local employers to identify new job trends.

- ***Nominations Committee*** – Mr. Gordon Davis reported that the Nominations Committee would like to submit the following names for the officers of the West Central Workforce Investment Board for Program Year 2011:

○ Chairperson	~	Brian Durniok
○ Vice Chairperson	~	Therese McShea
○ Secretary	~	Gary Grant
○ Treasurer	~	Rachel Martin

The committee will also accept any nominations from the floor at this time. No nominations were made from the floor.

A motion to close the nominations for Officers for the upcoming 2011 Program Year was made by Sam Giannetti, seconded by Sally Pinson and passed unanimously.

A motion to accept the nominations for Officers for the upcoming 2011 Program Year was made by Sam Giannetti, seconded by Sally Pinson and passed unanimously. Rachel Martin abstained from the motion.

OLD BUSINESS

- ***Oh*Penn Interstate Region Update*** – Mr. Giannetti referred to the Oh-Penn items that were covered in the Executive Committee report.
- ***CareerLink® Update*** - Angela Palumbo passed out information reflecting activity at the Mercer County CareerLink. The unemployment rate from March 2011 for Mercer County was 8.5% Ms. Palumbo advised the board that there will be Rapid Response taking place in two locations within Mercer County.

Ms. Borrelli passed out similar information reflecting activity at the Lawrence County CareerLink. The unemployment rate from March 2011 for Lawrence County was 7.8%. Ms. Borrelli advised the board that there was a Rapid Response done at Youth Development Center in New Castle where approximately 94 workers were laid-off.

Both counties have seen an increase in the number of recent job orders.

NEW BUSINESS

- Mr. Giannetti thanked Mark McNulty for his service to the WIB.

Adjournment – A motion to adjourn at 7:25 p.m. was made by Sally Pinson, seconded by Sam Giannetti and passed unanimously.