

**Workforce Investment Board  
West Central Workforce Investment Area  
Radisson Hotel  
West Middlesex, PA  
November 12, 2009**

**Minutes**

**Members present were:** Marcia Anderson, L. DeWitt Boosel, Jay Bruce, Mark Buskirk, Joseph Clavelli, Gayle Davis, Gordon Davis, Bruce Denniston, Sam Giannetti, Gary Grant, Jack Janoso, Jay Martin, Mark McNulty, Kim Miller, Angela Palumbo, Sally Pinson, Robert Powell, Larry Reichard, Roberta Taylor, Frank Telesz, Jr., and Dominic Vadala.

**Members absent were:** Neil Chessin, Brian Durniok, Celeste Dute, David Greer, Ken Jasper, Rex Knisley, Spike Mancuso, Rachel Martin, Therese McShea, Linda Nitch, Tom Scott, Andy Tommelleo, Mark Wasser, and Anthony Zucco.

**Staff present were:** Eileen Borrelli, Gregg Dogan, Debra Donahue, Eric Karmecy, Rebecca Moder and Stephanie Wagner.

**Others present were:** Atty. Ray Bogaty, Dr. Bob Garraty, Abby Smith and parents, Dianne Vermeire and Commissioner Brian Bader.

The meeting was called to order by Chairman Mark McNulty at 6:00 p.m. Roll was taken and the meeting commenced.

**A motion to approve the minutes of the September 9, 2009 meeting was made by Angela Palumbo, seconded by Linda Nitch and passed unanimously.**

**PUBLIC COMMENT PERIOD**

***Healthcare Hero Contest Local/Regional Winner*** – Abbey Smith was the local (Lawrence and Mercer Counties) Healthcare Hero Essay winner. November 9<sup>th</sup> through November 13<sup>th</sup> is this year's Healthcare Awareness Week in which both CareerLink@s participate in activities to help provide awareness of opportunities in the healthcare field. As part of this designated week, the state also sponsors a Healthcare Hero Essay Contest. The contest is opened to 9<sup>th</sup> through 12<sup>th</sup> graders who are contributing to healthcare, volunteering services or doing paid/part time work in a healthcare setting. Nominees should have genuine interest in the field and commitment to learning and desire to pursue a career in healthcare.

Rebecca Moder introduced Hickory Senior High School Nurse, Diane Vermeire to read her nomination of Abby Smith. In her nomination she explained that Abby volunteers as a nurse's aide at Hickory High School as well as at UPMC Hospital in Farrell. She is also enrolled in the Mercer County Career Center's Nurse Certificate Program and hopes to become a Registered Nurse. Mark McNulty presented Abby with an award and gift card.

***Dr. Bob Garraty, Executive Director Pennsylvania State Workforce Investment Board*** - Dr. Garraty attended the Workforce Investment Board Meeting to personally thank everyone for contacting legislatures regarding Industry Partnerships. He informed the board that the state legislature reinstated the Industry Partnerships into the budget.

## MANAGEMENT REPORT

□ **Finance Report** – Mr. Dogan referred to the green section of the handout. This handout reflects the expenditures of West Central Job Partnership through October 31, 2009. The WIA grants are listed first, followed by the three Recovery Act grants (Recovery Act Adult '08, Recovery Act Youth '08 and Recovery Act Dislocated '08). The expenditures for these grants can be invoiced from February 17, 2009 through June 30, 2011. The TEEN and MEEN grants are listed next followed by Welfare grants. The total grant amounts are listed in column one, accrued expenditures are listed in column two, balance in column three and percent expended in the final column.

Page two of the report takes a more in-depth look at the budget summary of WIA Adult, WIA Youth and WIA Dislocated Worker. At the top the grants are listed with their appropriate funding amounts. In the box in the center of the page reflects the budgeted and expensed/contracted amount within each.

Page three of the report is an in-depth look at the budget summary of ARRA Adult, ARRA Youth and ARRA Dislocated Worker. As expected there has been more demand for dislocated worker funding and less for adult.

Page four of the report is an itemized breakdown of the expenditures of the PA CareerLink® of Lawrence County and the PA CareerLink® of Mercer County.

**A motion to approve the Finance Report as presented was made by Jack Jonoso, seconded by Marcia Anderson and passed unanimously.**

□ **Final WIA Performance for PY 2008** – Mr. Giannetti explained as shown in “Table O” a single page handout included in the distributed packets that West Central has exceeded all negotiated goals for program year 2008 which concluded June 30, 2009. This report has been submitted to the United States Department of Labor by the PA Department of Labor and Industry.

## COMMITTEE REPORTS

□ **Youth Council** – Ms. Donahue gave the report in Rachel Martin’s absence. The Youth Council met on October 13, 2009. Frank McClard, Superintendent of Lakeview Area School District and Tracy Reiser, Elementary Principal/Special Education Director of Jamestown Area School District attended the Model Schools Conference through RCEP funding and the youth council’s initiatives. Ms. Reiser and Mr. McClard presented handouts about the conference held June 28-July 1, 2009 in Atlanta, GA. Ms. Reiser conducted an in-service for her staff about the four quadrants of learning and how the school can use their data and results from the assessments of their students and interpret this information into something useful for the school.

Ms. Donahue explained that the TANF Youth program contracted for 7<sup>th</sup> and 8<sup>th</sup> graders will utilize My Career Journey© which is an internet based career exploration system. My Career Journey© is best implemented in middle schools and is part of the same license that offers Keys2Work® curriculum which is a pre-cursor to WorkKeys® testing.

There will be different exploration tools available to the two TANF contractors and the two CAP Agencies contracted to serve older youth in 9<sup>th</sup> through 12<sup>th</sup> grades. There are videos that have been produced by the various industry partnerships: The Pennsylvania Oil and Gas Industry Partnerships - Great jobs in Oil and Gas; Northwest Pennsylvania Healthcare Industry Partnership - Opportunities in

Healthcare; Transportation Education & Economic Network (TEEN) Industry Partnership – Logistics and Transportation; Northwest PA Cooperation Council – Skill Up; NW PA Regional Planning and Development Commission – Industry Needs You [www.industryneedsyou.com](http://www.industryneedsyou.com); and The Clean Tech Resource Manual to explore green jobs and the average wages in the local areas of the Southwest Corner WIA, Tri-County WIA, Three Rivers WIA, West Central Job Partnership, and Westmoreland and Fayette WIA.

*Welfare Coordinating Committee* – In Mark Wasser’s absence Mr. Giannetti stated that since the Pennsylvania budget has been passed and the funds are now available, the Welfare Office has been sending about 30 referrals per week to the CareerLink@s.

## **OLD BUSINESS**

*Interstate Region Update* – A Regional Competitive Council has been created reported Mr. McNulty. In his capacity as WIB Chairperson, he appointed Sam Giannetti, Rachel Martin, Therese McShea, Larry Reichard and Frank Telesz, Jr. to serve on that council. A meeting with their counterparts from Ohio will take place sometime after the first of the year.

*CareerLink® Updates* – The current preliminary unemployment rates for September 2009 were Lawrence County at 9.8% and Mercer County at 12.0%. as reported by the Site Administrators, Ms. Palumbo and Borrelli. Mercer County has the fifth highest unemployment rate in the state. There is a Rapid Response being done at General Electric. Also, at this time there are 40 plus people on permanent lay-off at Wheatland Tube and 30 plus people on lay-off at Wall Street Journal.

## **NEW BUSINESS**

Eric Karmecy informed the board that there was an announcement of grant availability through Southwest AGA.

He also informed the board that a letter of support was submitted to the Northwest Pennsylvania Cooperation Council for a proposal to expand the “SkillUp®” program. A letter of support was submitted to Butler County Community College for a proposal for Electronics Workforce Entry Program as well.

**Adjournment – A motion to adjourn at 7:21 p.m. was made by Sally Pinson, seconded by Jay Bruce and passed unanimously.**