

**Workforce Investment Board  
West Central Workforce Investment Area  
Park Inn by Radisson  
West Middlesex, PA  
May 13, 2015**

**Minutes**

**Members present were:** Charlotte Chew-Sturm, Joe Clavelli, Gordon Davis, Bruce Denniston, Sam Giannetti, Gary Grant, Tim Jablon, Chuck Jackson, John Kuhn, Susan Lautenbacher, Nannette Livadas, Rachel Martin, Gillian Maule, Mark McNulty, William O'Brien, Angela Palumbo, Sally Pinson, Randy Seitz, Howard Thompson, Dominic Vadala, Debby VanKirk

**Members absent were:** Mark Buskirk, Colleen Chamberlain, Neil Chessin, Brian Durniok, Ron Errett, David Greer, Ryan Harcar, Melanie Mariacher, Linda Nitch, Leonard Rich, Gail Steck, Frank Telesz,

**Staff present were:** Eileen Borrelli, Gregg Dogan, Debra Donahue, Eric Karmecy, Cyndi Myers, Michelle Sallmen

**Others present were:** Commissioner Dan Vogler, Attorney Ray Bogaty, Caitlin Bobanik, Georgina Luce, Tom Reiber, Gary Dovey, Jackie Meade

The meeting was called to order by Chairman Gary Grant at 6:06 p.m. Roll was taken, a quorum was noted and the meeting commenced.

**A motion to approve the minutes of the February 11, 2015 meeting was made by Sally Pinson, seconded by Mark McNulty and passed unanimously.**

**PUBLIC COMMENT PERIOD**

*Gillian Maule from Adult Literacy Lawrence County introduced Georgina Luce from MIU4 in Grove City and Tom Reiber from Grove City Education Center for Adults. A handout and presentation were provided outlining the services that these agencies provide.*

**MANAGEMENT REPORT**

- **Finance Report** – Mr. Dogan referred to the green section of the meeting packet. This report reflects expenses accrued from July 1, 2014 through April 30, 2015.

Page one lists the grants that West Central currently administers. The Workforce Investment Act grants are listed first, followed by Rapid Response grants, National Emergency grant, Workforce Innovation Fund grant, Industry Partnership grants and Welfare Program funds.

Page two reflects WIA Adult, Youth, Dislocated Worker, Rapid Response and NEG funds. As of April 30, 2015, WIA Adult training funds were budgeted at \$202,000 and \$185,475 had been obligated/expensed, WIA Youth was budgeted at \$350,200 and \$324,910 had been obligated/expensed, WIA Dislocated Worker was budgeted at \$147,000 and \$93,416 had been

obligated/expensed, Rapid Response funds were budgeted at \$62,956 and \$63,863 had been obligated/expensed and NEG funds were budgeted at \$112,900 and \$58,538 had been obligated/expensed.

Page three reflects the expenditures for the Mercer and Lawrence County CareerLinks®.

Mr. Dogan advised the Board that WCJP has recently received two new grants; a WIOA Transitional Activities grant in the amount of \$23,433 to assist with transition efforts from WIA to WIOA and a Business Education Partnership grant in the amount of \$100,000 to serve in-school youth in the two counties.

**A motion to approve the Finance Report as presented was made by Rachel Martin, seconded by Howard Thompson and passed unanimously.**

## **COMMITTEE REPORTS**

- **Youth Council** – Rachel Martin reported to the Board that the Youth Council met on May 11, 2015 and informed the Board about the WIN WorkKeys®/NCRC™ pilot at MCCC. Fifty-eight students from MCCC were enrolled in this program and all of them took the WorkKeys® test. The three areas tested are applied mathematics, reading for information and locating information. Seventeen of the students received a gold certificate, thirty-four received a silver certificate and seven received a bronze certificate.

Ms. Martin also reported on current WIA issues regarding the youth program and how they will change under WIOA. Two major changes under WIOA are that 75% of youth funding will be required to be spent on older youth versus 30% under WIA and that WIOA eliminates the requirement for Youth Council, but strongly encourages a standing committee.

Due to the changes in funding for out-of-school youth the Youth Council would like to make the following recommendations.

**Ms. Martin would like to recommend to the WIB a motion to authorize WCJP to negotiate with MIU4 to extend the umbrella out-of-school youth contract for a third year (7/1/15 to 6/30/16) of a three year RFP round.**

**Randy Seitz made the motion, it was seconded by Susan Lautenbacher and passed unanimously.**

**Ms. Martin would like to recommend to the WIB a motion not to extend the in-school youth contracts for the third year of a three year RFP round with MIU4 and LCCAP.**

**Randy Seitz made the motion, it was seconded by Dom Vadala and passed unanimously.**

- **Nominations Committee** – Mr. Dogan informed the Board that under WIOA the Workforce Investment Board will be changing to the Workforce Development Board and the composition of the Board will change. WCJP is working with the County Commissioners to ensure that the Board is compliant with the new regulations. He added that historically the nomination of new officers has been held in May but it has been decided to postpone the nominations until the new Board composition has been decided.

**A motion to maintain the current officers until the new Board composition has been decided was made by Sam Giannetti, seconded by Sally Pinson and passed unanimously.**

## **OLD BUSINESS**

- ***Oh-Penn Interstate Region Update*** – Eric Karmecy reported to the Board that third year operations under the WIF grant are underway and added that funds are available to be spent until October and that in the fourth year a third party evaluation will be performed.

Mr. Karmecy also reported that two proposals have been submitted for the American Apprenticeship grant, one proposal through the PA Workforce Development Association and the other through the Greater Oh-Penn Interstate Region which comprises 14 counties in Pennsylvania and Ohio. The focus of these proposals is on manufacturing related occupations.

- ***CareerLink® Updates*** – Angela Palumbo passed out information reflecting activity at both the Mercer and Lawrence County CareerLinks®. This is the new report that covers the local area data for both counties.

Eileen Borrelli passed out information on the EAC meetings held at the Lawrence County CareerLink®.

**A motion to designate Angela Palumbo the first emeritus Director of the West Central Workforce Investment Board was made by Sam Giannetti, seconded by Randy Seitz and passed unanimously.**

## **NEW BUSINESS**

- ***WIA Local Area Plan Modification*** – Debbie Donahue referred to the handout included in the meeting packet. In order to be in compliance with Commonwealth Guidelines a Structure Exemption was required outlining two separate and distinct divisions of WCJP, an administrative division and program operations division each reporting to a separate supervisor. This required a plan modification which also included the revised performance goals for the current year.

**A motion to approve the Plan Modification was made by Angela Palumbo, seconded by Howard Thompson and passed unanimously.**

- ***Transition from WIA to WIOA*** – Mr. Dogan advised the Board that under the new WIOA proposed rules it is required that the WIB and the Chief Elected Officials vote to continue to be designated as a two county workforce area.

**A motion to continue as a two county local workforce investment area was made by Randy Seitz, seconded by Chuck Jackson and passed unanimously.**

**The next meeting will be held on Wednesday, September 9, 2015 at the New Englander Banquet Center in New Castle, PA.**

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