



Board of Directors Meeting
Dixon University Center, 2986 N. Second Street, Harrisburg, PA
May 12, 2016 - 8:30 AM

Work Session

Members Present:

Jeff Boswell, Chair, Dr. Francis Achampong, Keith Baker, Bob Batory, Lauren Holubec, Ellie Lamison, Janice Mazzitti, Tom Palisin, Matt Paules, Alesia Reese, Mike Ross, Tim Shenk, Mike Strausbaugh, and Andy Williford.

Staff and Others Present:

Joe Alsberry, Mike Buhrman, Sue Casto, Doran Condon, Jodi Derr, Cristie DeWitt, Dawn Garman, Rich Hewitt, Wanda Jackson, Mike Jefferson, Tony Juliana, Sam Marte, Chuck Maxfield, Jesse McCree, Mark Miller, Kevin Perkey, Wendy Potts, Lori Rank, Robert Saidis, Brenda Stone, Adria Strasbaugh, Hilary Thomas, Mike Truskey, Carol Warnke, Martin Wubbolt, and Joe Ziegler.

CALL TO ORDER - Committee Chairperson, *Jeff Boswell*

Chairperson Jeff Boswell called the meeting to order at 8:35 a.m. The Chairperson noted the presence of members constituting the majority of the SCWIB for the purposes of establishing a quorum.

CALL FOR PUBLIC COMMENT

Mr. Mike Jefferson, Director of Employment and Training, Crispus Attucks Center in York, PA, stated that they have been in partnership with the SCWIB since the late 1990's. We appreciate the opportunity to work with SCPa Works in training youth and adults in York County. I believe that if we all work together as partners, in assessing what is working and what is not working, this region will be the best in the Commonwealth of PA. We thank you for the opportunity to be a part of that.

Mr. Boswell encouraged all the Board of Directors members to introduce themselves to staff members or other Board members that might not be familiar to them.

CONSENT AGENDA

After discussion, on motion duly made by Lauren Holubec and seconded by Dr. Francis Achampong, it is **RESOLVED**, the Consent Agenda consisting of the minutes of the February 11, 2016, Board of Directors are hereby approved.

(Motion carried unanimously)

BUSINESS

Admin & Finance Committee Report

(Please see reports included in packet; as of March 31, 2016)

Mr. Buhrman, Rotz/Stonesifer Certified Public Accountants, stated that we did not have any compliance findings or any internal control deficiencies to report with the single audit. There were no findings for the year ending June 30, 2015.

The Audit as prepared by Rotz/Stonesifer, PC was presented to the WIB and was accepted without objection.

Mr. Williford stated that all funds have been released from the State for PY 15/16. We received a 15.5% reduction for our WIOA Grant allotment for PY 16/17 for a total of \$944,142. SCPa Works have begun an HR Audit for our HR functions. We are also conducting a full security audit of our PA CareerLink® offices. We are also reviewing staff benefits; Dental, Vision, and Medical. The Committee reviewed and approved the Bylaws.

Program Committee Report

Ms. Reese stated that we released an RFP for Out of School Opportunity Youth Services. We received seven Proposals. A Youth RFP Review Task Force reviewed and summarized all the Proposals. Final allocations are recommended.

Mr. Perkey stated that we are recommending that we extend our current TANF summer youth program contract for one year with an additional one year renewal during the WIOA transition. We are also recommending extending our current Title 1 Adult and Dislocated Worker contract with EDSI for one year with an additional one year renewal during the WIOA transition. We will release an RFP for Title 1 services this fall. The recommendation for the EARN Program is to execute the third and final year of the current contract we have with EDSI to provide EARN services.

Executive Committee Report

Mr. Boswell welcomed Mr. Matt Paules as a new SCPa Works Board member. Ellie Lamison was appointed as Secretary to the SCPa Works Board.

The Chairperson indicated that the Board would consider Committee recommendations for funding in Fiscal Year 2016-2017. At that time, all vendors who were present, including Board Members, left the room.

The Funding Recommendations were reported by the Program Committee to the Executive Committee and are being forwarded for approval to the Full WIB. There was discussion concerning the inability to determine the exact amounts which will be available under WIOA and other factors out of the SCWIB’s control, which may affect the recommended amount. The recommendations are based on the available information as of the date of this meeting:

1. Out of School Opportunity Youth Services

After discussion, on motion duly made by Alesia Reese and seconded by Mike Strausbaugh, it is **RESOLVED**, that the contracts for Out of School Opportunity Youth Services be awarded to the following entities on the terms set forth:

Partner	Model	Cost Per	Participants	Total Amount	County(s)
IU 13	Academic/Pipeline	\$5,000.00	50	\$250,000.00	Lebanon
Crispus Attucks	Academic/Pipeline	\$5,000.00	90	\$450,000.00	York
ResCare	Academic/Pipeline	\$4,500.00	89	\$400,000.00	Cumberland/Dauphin
KRA	Academic/Pipeline	\$3,000.00	50	\$150,000.00	Adams/Franklin
EDSI	Academic/Pipeline	\$2,500.00	200	\$500,000.00	All(Perry/Junitata)
			479	\$1,750,000.00	

These contracts are awarded subject to the continuing availability of funds and staff negotiation of the Contract. The CEO or the Chairperson of the SCWIB is authorized to execute the Contract on behalf of the SCWIB.

(Motion carried unanimously)

2. Summer Youth Program – Transitional Year Extension

There was discussion concerning the WIOA transition and unavailability of the final Federal Regulations. After further discussion, it was moved by Mike Ross and seconded by Andy Williford as follows:

RESOLVED, that the TANF Summer Youth Program Contracts with the following entities are extended for one year from July 1, 2016 to June 30, 2017:

Partner	Cost Per	Participants	Total Amount	County(s)
IU 13	\$2,400.00	33	\$79,200.00	Lebanon
ResCare	\$2,400.00	328	\$787,200.00	Adams, Franklin, Cumberland, Dauphin
Eckerd	\$2,400.00	79	\$189,600.00	Juniata, Perry, Cumberland, Dauphin
Crispus Attucks	\$2,400.00	125	\$300,000.00	York
		565	\$1,356,000.00	

These contracts are awarded subject to the continuing availability of funds and staff negotiation of the Contract. The CEO or the Chairperson of the SCWIB is authorized to execute the Contract on behalf of the SCWIB.

(Motion carried unanimously)

3. Title 1 Adult & Dislocated Worker Services

After discussion, on motion duly made by Matt Paules and seconded by Ellie Lamison, it is **RESOLVED**, that the SCWIB extend the EDSI Title 1 Adult and Dislocated Worker Contracts for a period commencing July 1, 2016 and terminating June 30, 2017 in an approximate amount of \$1,714,000.00

These contracts are awarded subject to the continuing availability of funds and staff negotiation of the Contract. The CEO or the Chairperson of the SCWIB is authorized to execute the Contract on behalf of the SCWIB.

(Motion carried unanimously)

4. EARN Program

After discussion, on motion duly made by Andy Williford and seconded by Mike Ross, it is **RESOLVED**, that the SCWIB enter into a contract with EDSI for the EARN Program for the third year with contract funding totaling approximately \$2,312,000.00.

These contracts are awarded subject to the continuing availability of funds and staff negotiation of the Contract. The CEO or the Chairperson of the SCWIB is authorized to execute the Contract on behalf of the SCWIB. (Motion carried unanimously)

5. Bylaws

After discussion, on motion duly made by Ellie Lamison and seconded by Andy Williford, it is **RESOLVED**, that the proposed Bylaws, as amended, in their entirety are hereby adopted by the SCWIB. (Motion carried unanimously with the abstention of Keith Baker and Janice Mazzitti.)

6. Priority of Service Policy

After discussion, on motion duly made by Mike Ross and seconded by Matt Paules, it is **RESOLVED**, that the Priority of Service Policy – WIOA Adult Program Effective July 1, 2015, is hereby approved. (Motion carried unanimously)

CEO Report

Community Based Partnership Grant

This project in partnership with the Perry County Literacy Council and the PA CareerLink® system will train and place 25 workers. The purpose of the Grant is to demonstrate a high-quality, innovative model of workforce development service delivery to low-population rural areas.

Apprenticeship Project with L&I, TE Connectivity & HACC

We are working with PA Department of L&I Office of Apprenticeship and HACC to help design and implement an apprenticeship program for TE Connectivity.

Business Service Integration Initiative

Progress has been made on this initiative.

DOL Customer Experience Study

The PA CareerLink® Capitol Region was selected to be a case study site for IMPAQ to learn more about customer engagement in our centers and the challenges and strategies staff have encountered.

University of Texas Sector Strategy Case Study

Ray Marshall Center for the Study of Human Resources is conducting a national research study on innovative workforce development board's work on implementing employer driven Sector Strategies. SCPa Works was recognized as a progressive organization.

The Board members were provided with up-to-date labor market information and a summary of our community input session for our Regional and Local Transitional Plan.

ADJOURNMENT

The meeting was adjourned at 9:56 AM.

NEXT MEETING

August 11, 2016 at 8:30 AM, Dixon University Center, 2986 N. Second Street, Harrisburg, PA.

Respectfully Submitted,

Brenda S. Stone, Assistant Secretary