



Board of Directors Meeting
Dixon University Center, 2986 N. Second Street, Harrisburg, PA
August 11, 2016 - 8:30 AM

Work Session

Members Present:

Jeff Boswell, Chair, Keith Baker, Bob Batory, Lynne Beeson, Matt Campbell, Cindy Heisey, Tom Palisin, Alesia Reese, Mike Ross, Tim Shenk, and Andy Williford.

Staff and Others Present:

Carol Adukaitis, Joe Alsberry, Kathleen Bentley, Doran Condon, Jodi Derr, Dawn Garman, Rich Hewitt, Wanda Jackson, Sam Marte, Jesse McCree, Wendy Potts, Lori Rank, Robert Saidis, Victoria Smith, Brenda Stone, Adria Strasubaugh, Mike Truskey, Carol Warnke, Adam Wiener, Martin Wubbolt, Christie Young, Joe Ziegler, and Bob Ziobrowski.

CALL TO ORDER - Committee *Chairperson, Jeff Boswell*

Chairperson Jeff Boswell called the meeting to order at 8:40 a.m. The Chairperson noted the presence of members constituting the majority of the SCWIB for the purposes of establishing a quorum.

Mr. Boswell welcomed Ms. Carol Adukaitis to the meeting.

CALL FOR PUBLIC COMMENT

There being no public comment, the meeting continued.

CONSENT AGENDA

After discussion, on motion duly made by Andy Williford and seconded by Mike Ross, it is **RESOLVED**, the Consent Agenda consisting of the minutes of the May 12, 2016 Board of Directors are hereby approved. (Motion carried unanimously)

BUSINESS

Executive Committee Report

Mr. Ross stated that Manitowoc is relocating from Wisconsin to Franklin County. The initial impact will be the creation of 250 manufacturing jobs. Job training is a critical component. Kudos to the SCWIB staff for providing information on Job Training and services to Manitowoc to support their decision to relocate to Chambersburg, PA.

Mr. Boswell stated that we issued an RFP for Auditing Services. Proposals are due August 15, 2016. We are working with our HR Consultants to review our Personnel Policy. We are reviewing our programs and RFP's will be issued this fall.

EXECUTIVE SESSION

The SCWIB adjourned into an Executive Session at 8:49 a.m. The public meeting was reconvened at 9:20 a.m. The Executive Session was for the purpose of discussing personnel matters.

Mr. Boswell welcomed and introduced Mr. Bob Ziobrowski, LEO Chair to the meeting. Mr. Boswell thanked Mr. Mike Truskey for his work as Interim CEO.

The Chairperson, the head of the Selection Committee, and the Solicitor reviewed with the Full SCWIB the detailed selection process that was used by the Search Committee with the assistance of an outside consultant. Upon completion of the discussion, the Chairperson announced the hiring of Jesse McCree as the new Chief Executive Officer.

Admin & Finance Committee Report

(Please see reports included in packet; PY 15/16 and PY 16/17)

The SCWIB Budget was discussed in detail by the Chief Financial Officer and the Chief Executive Officer. It was presented to the SCWIB.

After discussion, on motion made by Bob Batory and seconded by Alesia Reese, it is:

RESOLVED, that the SCWIB approves the Budget, a copy of which is attached hereto as Exhibit "A", subject to possible adjustments as may be required during the fiscal year. (Motion carried unanimously).

CEO Report

(Please see reports included in packet)

Perry County Literacy Council

Ms. Bentley presented the Call Center of Perry County in partnership with the Perry County Literacy Council. It is an Employment and Training site for individuals with barriers to employment. We currently employ 13 individuals and ultimately would like to employ 75 individuals at the Center.

Program Committee Report

Mr. Condon stated that we established a timeframe for the release of the RFP's for Title 1 and Adult Dislocated Worker. They will be released in the fall.

Discussion

Mr. Alsberry stated that the State recommended that we take over the leases for all the PA CareerLink® offices in our region. We currently hold four of the six leases. The two leases we are currently working on obtaining are Franklin County and Cumberland County. The Cumberland County lease will be completed soon. We are waiting for the State to get back to us before we can proceed with the Franklin County lease.

Mr. Alsberry stated that we contracted with HR Resolutions to update our Personnel Policy. They are currently reviewing the Policy. This Committee will be provided a copy of the Policy when HR Resolutions returns it to us.

ADJOURNMENT

Upon motion by Bob Batory and seconded by Keith Baker, the meeting was adjourned at 9:56 AM.

NEXT MEETING

November 10, 2016 at 8:30 AM, Dixon University Center, 2986 N. Second Street, Harrisburg, PA.

Respectfully Submitted, Brenda S. Stone, Assistant Secretary