

**SCPa Works Board Meeting**  
**SCPa Works Office | 4201 Crums Mill Rd, Suite 100A | Harrisburg, PA**  
**February 10, 2022 – 8:30 am**

**MEMBERS PRESENT**

Jeff Boswell (Chair), Sharon Hagenberger, Carl Phinney, Mike Ross, Bob Batory, Michele Baker-Thomas, Jamien Harvey, Andy Williford, Melisa Ural, Cliftn Van Scyoc, Lorelee Isbell, Tom Henchey, Tara Toms, Robin Russell

**STAFF AND OTHERS PRESENT**

Todd Updegraff, Melisa Van Dorn, Sean Stanbro, Mike Macluskie, Wanda Jackson, Jeff Blume, Tracy Rouscher, Matt Ross, Melanie Erb, Courtney Feliciano, Cynthia Picht, Kelly Houtz, Derrick Donnell, Jesse McCree, Holly Simmons, Doug Gates, Sam Marte, Saranne Miller, Lisa Ritter, Amy Moore, Mike Jefferson, Bridget Wolf, Bobbi Mooers, Chris Bonneau, Chris Roggenbaum, Dave Koman, Hillary Lyle, Paul Henderson, Steph Predko, Katie Lentz

**I. CALL TO ORDER**

Chairman Jeff Boaswell called the meeting to order at 8:35 a.m.

**II. CALL FOR PUBLIC COMMENT**

The Chairman called for public comment. There being none, the meeting proceeded.

**III. CONSENT AGENDA**

After prior review by the Board of Directors, on motion duly made by Mike Ross and seconded by Sharon Hagenberger, it is hereby:

**RESOLVED**, that the following items are approved:

- November 10, 2021 Board of Directors Meeting Minutes
- LWDB PY 2021 Q2 WIOA Budget  
(Motion carried unanimously; no abstentions)

**IV. Admin/Finance Committee report**

- **Presentation of 2021 Audit – Lisa Ritter | Maher Duessel**

After prior review by the Board of Directors, on motion duly made by Robin Russell and seconded by Carl Phinney, it is hereby:

**RESOLVED**, that the 2021 Financial Audit, provided by Maher Duessel, is hereby approved. It is also approved that the board chairman, Jeff Boswell, is hereby authorized to sign the 990 on behalf of the organization.

(Motion carried unanimously; no abstentions)

- **Financial Statement Overview & CFO Report – Doug Gates, CFO**

**V. PRESENTATIONS and REPORTS**

- CEO Report – Jesse McCree
  - *Thought Leadership:*
    - Labor market trends
    - US Conference of Mayors WDC Board Election

- *Program Investment:*
  - New partnerships forming: CAEL, Parker Dewey, JFF
- *Employer Engagement:*
  - Three Industry Partnership grants totaling nearly \$750,000

## VI. COMMITTEE UPDATES

- Program Committee – Hillary Lyle & Steph Predko
  - Updates on Programs and Initiatives
  - Board was provided with a full Program status report prior to the meeting for review
- Executive Committee
  - Lease approved for Carlisle Commons (PA CareerLink®)

After prior review by the Board of Directors, on motion duly made by Robin Russell and Seconded by Clifton Van Scyoc, it is hereby:

**RESOLVED**, that the Final Lease Agreement for Carlisle Commons/Cumberland County CareerLink® relocation, is hereby approved.  
(Motion carried unanimously; no abstentions)

- One-stop Operator Update – Paul Henderson
  - A full OSO update report was presented to the Board prior to the meeting for review

## VII. ADJOURNMENT

- The meeting adjourned at 10:15 a.m.

**Thursday, May 12, 2022, 8:30AM – 10:00AM**