SCPa WORKS
SOUTH CENTRAL WORKFORCE DEVELOPMENT BOARD

Executive Committee Meeting
Thursday, May 28, 2026 – 8:30 AM
4201 Crums Mill Road, Suite 100A, Harrisburg, PA 17112
& Zoom Videoconference:
https://us02web.zoom.us/j/83155792632?pwd=hBZI2uWnu0DMPmpBEsTs6MOafFKG7h.1

MEETING MINUTES

MEMBERS PRESENT

Via Videoconference: Jeffrey Boswell, Chairperson, Michael Ross, Vice Chairperson, and Kenneth Tuckey

Not Present: Andrew Williford, Secretary/Treasurer

STAFF AND OTHERS PRESENT

In Person: Katie Lentz, Chief Operations Officer, Ralph Wolf, Director of Finance, Julie Robinson, Manager of Administration, and Todd Truntz, Board Solicitor

Via Videoconference: Jesse McCree, Chief Executive Officer

I. WELCOME/CALL TO ORDER

Chairperson Jeffrey Boswell called the meeting to order at 8:31 a.m.

II. REQUEST FOR PUBLIC COMMENT

Chairperson Boswell called for public comment. No public comment was presented to the Committee.

III. CONSENT AGENDA

A. *Approval of* April 30, 2026 Meeting Minutes

Chairperson Boswell presented the April 30, 2026 meeting minutes for approval.

After discussion, on motion duly made by Kenneth Tuckey and seconded by Michael Ross, it is:

RESOLVED, that the Consent Agenda is hereby approved.

(Motion carried unanimously; there were no abstentions.)

IV. APPROVAL OF POLICY UPDATES

COO Katie Lentz presented a revised General Procurement Policy #P-32-1.23, which establishes SCPa Works' procurement standards that comply with the current Financial Management Guide ("FMG") promulgated by the Commonwealth of Pennsylvania, Department of Labor and Industry, Bureau of Workforce Development Administration ("L&I"), and the federal "Uniform Guidance" regulations at 2 CFR Part 200. This policy governs the procurement of goods and services on behalf of SCPa Works. The proposed updates include increased threshold amounts for "micro" and "small" purchase as revised in the current Uniform Guidance regulations which will be incorporated into the FMG.

COO Lentz also presented the following revised policies: Supportive Services #P-7A-1.22, Individual Training Account (ITA) #P-17-2.22, Registered Apprenticeship Program #P-18-6.22, and On-the-Job Training (OJT) #P-15-2.22. Each of the policies reflect minor revisions to align with updated state and federal requirements.

After discussion, on motion duly made by Michael Ross and second by Jeffrey Boswell, it is:

RESOLVED, that the following policies, as revised by SCPa Works staff and presented to the Committee, are hereby approved:

General Procurement Policy #P-32-1.23
Supportive Services Policy #P-7A-1.22
Individual Training Account Policy #P-17.2.22
Registered Apprenticeship Program Policy #P-18-6.22
On-the-Job Training (OJT) Policy #P-15-2.22

(Motion carried unanimously; there were no abstentions.)

VI. BUSINESS

CEO Jesse McCree reported on the positive feedback received following L&I's recent monitoring of SCPa Works and expressed appreciation for the support received from L&I staff over the last few years. L&I provided positive feedback regarding SCPa Works' financial stability and policy establishment and maintenance performed by SCPa Works. Mr. McCree noted that solid fiscal and policy management combined with compliance with L&I requirements helps make SCPa Works a strong organization.

Mr. McCree discussed the increased program year 2026-2027 allocations under the Workforce Innovation and Opportunity Act ("WIOA"), which allows SCPa Works to serve more individuals. Mr.

McCree noted that SCPa Works is making strides in obtaining independent grant funding, which includes a joint effort with the Pennsylvania Workforce Development Association ("PWDA") for a potential grant from Blackstone, and another potential grant from Jobs for the Future ("JFF"). Mr. McCree acknowledge the hard work and stability of the SCPa Works team, which allows for successful fundraising and furtherance of its mission.

VI. Adjournment

The Chairperson noted that he will be unavailable to attend the Committee's next scheduled meeting on June 25, 2026.

There being no further business before the meeting, the Chairperson adjourned the meeting at 8:55 a.m. and convened an executive session to discuss a personnel matter. The executive session concluded at 9:10 a.m. with no official action having been taken by the Committee.