



MINUTES
WESTMORELAND-FAYETTE WORKFORCE DEVELOPMENT BOARD
Monday, June 10, 2019 – 1:00 P.M.
Room 2303/2304, Commissioner's Hall
WCCC – 145 Pavilion Lane, Youngwood, PA
1:00 P.M.

Present: Brian Edmiston, Chair; Vicki Loucks; Vice-Chair Doug Decker, Board Secretary; Lori Albright, Steve Columbus, Charlie Datz, Dan Dunmeyer; Marge Duranko, Laurie English, Julian Imbrescia, James Jones, Donald Martin, Bill Magda, Muriel Nuttall, George Rattay, Jason Rigone, Faye Rosatti, Phil Savini, Joe Segilia, Frankie Staszko, Ed Yankovich, Tim Yurcisin

Absent: Jim Stark, Treasurer; Terri Grabiak, Diane Liska, Kelly Scott, Ralph Resnick, Jim Rugh, Tuesday Stanley, Ed Yankovich

Solicitor: Attorney Lee Demosky

Guests: Chief of Staff to Fayette County Commissioner Vince Vicites, Joe Ambrose; Chief Staff to Westmoreland County Commissioner Ted Kopas, Dante DeCarlo; Jennifer Nestor, Workforce Development Analyst 2; Michelle Bushmire, Workforce Development Analyst 2, PA Department of Labor & Industry, BWDA; Ted Martin, Site Administrator for PA CareerLink® Fayette, Sue Conrady, and Rachel Zilcosky, Intermediate Unit 1

Staff: Bill Thompson, Tom Whetsel, Janet Ward, Donna Casterwiler

- I. Roll Call – A quorum was present; official business could be conducted.

New Board Member introduction – Donald W. Martin, IU1, WIOA Adult Education
- II. Public Comments - None

Award Recognition: Ford Business Machine, Inc. – Recipient of the Governor's Western Pennsylvania Employer Award. Josh Gerson, Vice President of Operations at Ford Business Machine's accepted a framed photo of Ford Business Representatives with Governor Wolf at the PA Workforce Development Association.
- III. Vote on Consent Agenda Items
 - Statement of Financial Position
 - Director's Report
 - Full Board Meeting Minutes – March 11, 2019

Bill Thompson gave a short synopsis on activities within the WDB this year which included receipt of the largest pre-apprenticeship/capacity building grants. (Complete Director's Report in packet)

Janet Ward spoke on Teacher in Workplace and the work being done through the Fayette Chamber of Commerce, Westmoreland Forum and IU1 creating career connections between middle/high school teachers and companies in manufacturing and healthcare. Seventy employers had been involved through both counties.

Charlie Datz made the motion to ratify the Consent Agenda Items. Frank Staszko seconded the motion; motion carried.

IV. Finance Committee Meeting Report (May 13, 2019) – Julian Imbrescia (In lieu of Jim Stark)

Recommended for approval by the Finance Committee. (No quorum, discussion only)

1. Annual Budget of \$11,243,000
2. Corporate salary schedule/Position reclassifications
3% salary adjustment to be given at the discretion of the Executive Director
Change in Compliance Officer job description to Compliance Officer II
Change in the Executive Assistant position moving it to a Level C
3. Vehicle Purchase

V. Executive Committee Meeting Report (May 13, 2019) – Vicki Loucks

1. Annual Budget for 7/1/2019 – 6/30/2020
2. Updated Corporate Salary Schedule / Position Classification
Position Code/Salary Adjustment
Recommended Salary Increase

Tim Yurcisin made the motion to ratify and approve the Finance Committee minutes and the Executive Committee minutes; George Ratty seconded the motion; motion carried.

VI. Customer Service Committee Meeting (May 22, 2019) – Bill Thompson

Local Board Policies approved for Program Year 2019

Recommended for approval, Individual Training Accounts, Customized Training, Incumbent Worker, Transitional Jobs, Apprenticeship Training, Title 1 Contract for CareerLink services with the Private Industry Council - \$1,055,961.

Point of Interest: Bill said a policy is in place to use funding for apprenticeship training. We can use ITA's and OJT training funds for apprenticeships opportunities. The amount is still capped at \$8,000, no amendment to the policy.

TANF contract for EARN services in CareerLink

Private Industry Council reimbursement	\$ 803,700
Incentive	\$ 432,762
Total	\$1,236,462

Operator Contract for CareerLink Management - Private Industry Council \$35,000.
The above contracts were recommended for approval by the Customer Service Committee for another year.

Charlie Datz made the motion to approve the recommendations of the Customer Service Committee. Doug Decker seconded the motion; motion carried. Tim Yurcisin and Steve Columbus abstained due to conflict of interest.

VII. Youth Committee Meeting (June 6, 2019) – Joe Segilia (Attached list of WIOA Young Adult Employment and Training Program proposals – 2019)

In-school Youth total recommendation: \$176,136.79. \$71,864 being negotiable
Out-of-School Youth Funds total recommendation: \$740,935, \$255,000 being negotiable.

Joe Segilia made the motion to approve the WIOA Young Adult Employment and Training proposals. Dan Dunmeyer seconded the motion; motion carried. Tim Yurcisin abstained due to conflict of interest.

VIII. New Business - Election of Officers

The present slate of officers indicated they wish to remain as officers of the WDB.

Bryan Edmiston, Chair
Vicki Loucks, Vice Chair
Jim Stark, Treasurer
Doug Decker, Board Secretary

George Rattay made the motion for the following slate of officers:

Brian Edmiston, Chair	Vicki Loucks, Vice Chair
Jim Stark, Treasurer	Doug Decker, Board Secretary

George Rattay asked for other nominations from the floor. Hearing no other nominations, the slate of officers was closed.

Charlie Datz seconded the motion to set the slate of officers; motion carried.

Term Limit Revision – Lee Demosky, Solicitor

Section 4. Members shall serve staggered terms with each being appointed for no less than two years and no more than 4 years. A list will be published and maintained by the Executive Committee.

Section 4 - Amended

Members shall serve staggered terms with each being appointed for no less than two years and no more than 4 years. **There will be no term limits for members.** A list will be published and maintained by the Executive Committee.

Frankie Staszko made the motion to amended the term limit revision for members. George Rattay seconded the motion; motion carried.

Business Education Partnership Funding – Bill Thompson

BEP proposals were received for the 2020 school year to continue the engagement between employers and education. Recommended for funding:

Name of Organization	Recommended
WCCC – High School STEM Immersion Program (SIP)	Recommended for \$18,000.00 for 1 year
Connellsville CTC – Elementary Career Awareness Workshop	Recommended for \$3,300.00 for 1 year
Redstone Foundation – Program of Action - FBEP	Recommended for \$32,552.00 for 1 year
Belle Vernon SD & Brownsville SD – Block Chain Initiative	Recommended/Need to negotiate up to \$35,000.00 now capped at \$30,000
Redstone Highlands Health Care Career Camp	\$1,500

\$85,000 with \$25,000 left to commit for the school year.

Two successful seminars were held at WCCC attended by 70 employers and we will try to use the remaining funds to build out partnerships with employers.

Jason Rigone made the motion to approve the BEP contracts. Phil Savini seconded the motion; motion carried. Muriel Nuttall and Tim Yurcisin abstained due to conflict of interest.

Fayette Emergency Medical Services is requesting additional funding to train 15 individuals through Customized Job Training at a cost of \$17,500. The participants will be paid \$13/\$15 hour.

Frank Staszko made the motion approving the Fayette EMS request for Customized Job Training; Vicki Loucks seconded the motion; motion carried.

IX. Good of the Order

Sue Conrady, from IU1, spoke regarding the new CASAS basic skills testing through the IU1 Adult Basic & Literacy Education Program CASAS which now will be implemented in the workforce area.

Bill Thompson informed the Board that Fay Penn at their annual meeting gave the WIB \$10,000 to invest into our SLIP program.

Charlie Datz made the motion to approve the cost of the CASAS program beginning July 1, 2019 for Title I and Title II for pretesting of job seekers (replacing the TABE testing). Doug Decker seconded the motion; motion carried.

MOTION TO ADJOURN INTO EXECUTIVE SESSION

Meeting adjourned at 2:23 p.m. for an Executive Session to discuss Executive Director's salary.

Board meeting reconvened at 2:40 p.m.

George Ratty made the motion to increase the Executive Director's salary to \$130,000. Chris Decker seconded the motion to approve the Executive Director's Salary be adjusted to \$130,000. Motion carried.

Meeting adjourned.

Charlie Datz made the motion to adjourn the Board of Director's meeting; Doug Decker seconded the motion; motion carried.